

NORTHWEST
FLORIDA
STATE COLLEGE

COLLEGIATE
HIGH SCHOOL

2020-2021 Enhancement Plan Follow-up

**Collegiate High School at Northwest
Florida State College**

Approved by the CHS School Advisory Council-



Collegiate High School at Northwest Florida State College Mission Statement

The purpose of the Collegiate High School (CHS) at Northwest Florida State College (NWFS) is to provide academic and technical education for motivated high school students who desire to undertake college-level study. The three-year curriculum will enable students to complete a high school diploma and an associate degree, simultaneously, in either academic transfer or technical education options. The high school will be distinguished by an application of varied instructional delivery and learning styles, a culture promoting the joy and value of reading, a technology-across-the-curriculum approach and incorporation of an integrated, academic seminar series at each grade level.

Collegiate High School at Northwest Florida State College Educational Principles

Five essential educational principles provide the foundation on which the Collegiate High School is based:

- Students should develop the capacity to analyze, solve problems, and communicate effectively through mastery of academic courses with emphasis on language and mathematics.
- Students should learn about themselves, their heritage, and the interdependent world through academic courses.
- Students should prepare for further education and work through elective academic and technical courses.
- Students should learn to fulfill their civic obligations through school and community service.
- Students should experience the joy and value of reading to enhance their ability to become independent learners, critical thinkers, lovers of language, and life-long learners.



**The Collegiate High School at NWFSC
School Enhancement Plan 2020-2021**

PERFORMANCE GOAL 1:

To maintain and enhance the quality of continuous improvement through data analysis and the review of current practices resulting in continued accreditation by the Southern Association of Colleges and Schools/AdvanceED. (NWF Strategic Goal 3)

GOAL 1: IMPLEMENTATION ACTIVITIES AND STRATEGIES

- A. CHS will support the NWFSC Strategic Plan goals and objectives.
- B. CHS will implement a Data Team consisting of CHS faculty and staff. The Data Team will use available data from 2019-2020 to make school based decisions to ensure quality academic success of students. (NWF Performance Objective 3.1)

GOAL 1: PERFORMANCE INDICATORS AND GOALS

A1. CHS Staff will incorporate the NWFSC Strategic Plan into the CHS Enhancement Plan wherever possible and support the goals and objectives of the plan.

- ❖ **100% of CHS staff incorporated NWFSC Strategic Plan Performance Objectives as indicated by staff evaluations.**

B1. 100% of instructional staff will develop charts and graphs that will be used to maintain longitudinal data and trends in student achievement and school programs.

- ❖ **In progress-staff will continue to maintain and use data to make academic and program decisions.**



PERFORMANCE GOAL 2:

To increase knowledge and skills of faculty and staff to ensure continuous growth in student performance, meet the challenges of changing educational technology, improve organizational efficiency, develop student soft skills, and to maintain the vision and purpose of CHS. (NWF Strategic Goals 2 and 3)

GOAL 2: IMPLEMENTATION ACTIVITIES AND STRATEGIES

- A. Staff will participate in a variety of professional development opportunities during the 2018-19 school year including current educational technology suitable to support the educational and technological needs of present and future students. (NWF Performance Objective 2.3)
- B. Instructional staff will use available data to make school based decisions to promote the mission and educational principles of CHS. (NWF Performance Objective 2.3)
- C. Instructional staff will incorporate character education and soft skills such as interpersonal communication, initiative, and teamwork into the curriculum. (NWF Performance Objective 3.3)

GOAL 2: PERFORMANCE INDICATORS AND GOALS

- A1. 100% of CHS faculty will participate in professional development opportunities focusing on technology, use of data and/or curriculum development.
 - ❖ **Professional development opportunities were limited and curtailed due to COVID-19 restrictions.**
- B1. 100% of CHS faculty will evaluate current practices and implement innovative instructional strategies focusing on technology and the use of data as evident in teacher lesson plans, evaluations and administrative observations.
 - ❖ **In progress**
- B2. 100% of CHS faculty and staff will initiate data collection to determine trends in student achievement and school programs to monitor student success.
 - ❖ **100% of faculty collected and analyzed student achievement data to monitor student success.**
- C1. 100% of CHS faculty will offer a monthly opportunity for soft skills development in their 2020-2021 classes/curriculum.
 - ❖ **100% of CHS faculty offered monthly opportunities for soft skills development in their 2020-21 classes/curriculum.**

PERFORMANCE GOAL 3

To enhance the CHS comprehensive reading program, expand the CHS Culture of Reading focus, and ensure lowest level readers make reading gains. (NWF Strategic Goals 2 and 4)

GOAL 3: IMPLEMENTATION ACTIVITIES AND STRATEGIES

- A. Increase reading involvement of all students utilizing reading mentors/guest readers, Summer Reading Program, and Fall and Spring Read This. (NWF Performance Objective 4.1)
- B. Reading strategies and tutorial support will be provided to support lowest level readers in core academic courses. (NWF Performance Objective 2.2)
- C. Initiate data collection to determine trends in student achievement and school programs to monitor student success.

GOAL 3: PERFORMANCE INDICATORS AND GOALS

- A1. 95% of juniors will successfully present a Book Talk to sophomores during Directed Independent Study (DIS).
- ❖ **89.5% of juniors presented an online “Book Talk.”**
- A2. 95% of students will successfully participate in Summer Reading and the Summer Reading activities.
- ❖ **100% of students successfully participated in Summer Reading and the Summer Reading activities.**
- B1. Tutorial attendance records indicate tutoring support for the lowest level readers in core academic courses.
- ❖ **100% of lowest level sophomores received tutoring in one or more academic courses.**
- C1. 90% of sophomores will show gains in one or more of the following tests:
- ❖ **FSA/ELA – In progress**
 - ❖ **Nelson Denny – The Nelson Denny was not administered due to limitations presented by the online modality required by COVID-19.**
- C2. 75% of CHS students who take the SAT and/or ACT will exceed the state and national College Readiness Benchmarks.
- ❖ **In progress**
- C3. 95% of CHS sophomores will be college ready in reading by the end of the school year based on PERT scores.
- ❖ **98% of CHS sophomores were college ready by the end of the school year based on PERT scores.**
- C4. 85% of the bottom 25% of sophomores will maintain or show learning gains on the Reading FSA/ELA test.
- ❖ **In progress**
- C5. 90% of sophomores taking US History EOC and juniors/seniors taking the Geometry EOC will pass the End-of Course exam with a 3 or higher.
- ❖ **In progress**

PERFORMANCE GOAL 4

To continue to investigate, evaluate and incorporate administrative and instructional best practices in all aspects of CHS organization. To foster the development of independent learning skills and student engagement and responsibility for learning through Student-Led Conferences and Capstone. Work to improve quality and value of Senior Capstone Project as the crowning achievement of the high school diploma. (NWF Strategic Goals 3 and 4)

GOAL 4: IMPLEMENTATION ACTIVITIES AND STRATEGIES

- A. Instructional technology will be incorporated into the curriculum for increased student academic support and productivity.
- B. Expand mentor program throughout Northwest Florida State College and greater community. Increase community support for students' Capstone experience by continuing the relationship with Institute of Senior Professionals and the Costa Leadership Institute as advisors and mentors to provide a more authentic experience in project selection. (NWF Performance Objective 4.1)
- C. Evaluate and continue the Capstone Excellence Award by Institute of Senior Professionals to award outstanding projects and to emphasize the concept of the Capstone as a crowning achievement of the high school diploma. (NWF Performance Objective 4.1)
- D. Continue to develop Student-Led Conferences as a method of communication and ownership of the learning process. Enhance Student-led Conferences (SLC) at all levels of advising process to develop and enhance students' self-regulating learning strategies. (NWF Performance Objective 3.3)
- E. Enhance and reinforce interest in writing through supplemental support such as writing societies, visiting authors, and juried competitions. (NWF Performance Objective 4.1)

GOAL 4: PERFORMANCE INDICATORS AND GOALS

A1. 100% of students will use technology to enhance and support learning across the curriculum as indicated in teacher lesson plans, evaluations and/or administrative observations.

- ❖ **100% of students used technology to enhance learning including Teacherease, Blackboard, and online components to most college classes**

B1. 95% of seniors will indicate real world skill development because of the research and Capstone experience as reflected in a post-Capstone survey.

- ❖ **100% of seniors indicated real world skill development through the Capstone process.**

B2. 98% of juniors and seniors will successfully complete the Critical Thinking and Study Skills (CTSS curriculum).

- ❖ **95% of juniors successfully completed the CTSS curriculum.**

B2. 100% of seniors will successfully complete the Career Research and Decision Making (CRDM course) and the Capstone Project.

- ❖ **100% of seniors successfully completed the CRDM course and the Capstone Project.**

B2. 100% of parents will be advised of the rationale and requirements of the Capstone Project during annual orientations.

- ❖ **Orientations were not held for the 2020-2021 school year due to the risk of COVID-19 exposure.**

C1. Increase the number of community members willing to mentor students as experts or serve as judges for Capstone presentations. Increase or maintain the number of Institute of Senior Professionals (ISP) members to support the various phases of the Capstone Project.

- ❖ **96 community members served as Capstone Experts in the Field.**

- ❖ **62 community members served as Capstone presentation judges (down from 108)**

C2. 100% of seniors will work to achieve the highest expectations of the Capstone Excellence Award by working with experts and faculty advisors throughout the project.

- ❖ **93% of seniors successfully completed the Capstone project by the March presentation dates.**

D1. 95% of CHS students and parents will participate in Student-Led Conferences (SLCs).

- ❖ **99% of CHS students and parents participated in SLCs**

D2. 80% of parents will indicate on SLC evaluations that SLCs are a beneficial educational experience.

- ❖ **90% of parents indicated that SLC are a beneficial educational experience.**

E1. Record, graph and report over a five year period the number of students who are selected for *Blackwater Review* and other literary/art publications.

Award/Publication	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Blackwater Review	6	7	7	5	1
James and Christian LaRoche Memorial Poetry Contest	First Place	0	Second and Third Place	0	0
Spring Creative Non-Fiction			First, Second and Third Place	Contest was discontinued	N/A



PERFORMANCE GOAL 5

To increase student retention and success in high school and college level classes through improved support services and early intervention strategies. (NWF Strategic Goal 3)

GOAL 5: IMPLEMENTATION ACTIVITIES AND STRATEGIES

- A. Develop high school courses in core academic areas for students who fail to complete college courses to meet high school graduation requirements.
- B. Strengthen competencies in study skills for new students transitioning into college classes. (NWF Performance Objective 3.5)
- C. Strengthen feedback and intervention aspects of current attendance and progress reporting system in college credit classes through increased communication and coordination with college faculty. (NWF Performance Objective 3.5)
- D. Identify and monitor potential at-risk students for academic failure through the Multi-Tier System of Support (MTSS) process.
- E. Implement early intervention strategies to expand success rates in core college classes and decrease the number of student withdrawing from or failing core college classes. (NWF Performance Objective 3.5)

GOAL 5: PERFORMANCE INDICATORS AND GOALS

A1. 100% of students who receive a D, F, FA, or Withdrawal in a college class will be assigned additional Directed Study time for each unsuccessful class attempt.

- ❖ **Students who received a D, F, or Withdrawal in a college class were not assigned additional Directed Study time due to limitations created by the measures required to prevent COVID-19 infection.**

B1. 100% of sophomores and new juniors will be registered in a College Success course during their first semester of attendance.

- ❖ **100% of sophomores and new juniors were registered in a College Success course.**

C1. 80% of college instructors will complete two progress reports each fall and spring semester that indicates academic progress and attendance for all CHS students enrolled in a college class. Copies of these progress reports will be mailed to parents.

- ❖ **98% of college instructors completed two progress reports each fall and spring semester that indicated academic progress and attendance for all CHS students.**

D1. Implementation of the Multi-Tier System of Supports (MTSS) process for 100% of at-risk students in need of intervention.

- ❖ **Progress monitoring occurred throughout the year, but the MTSS process was not implemented due to limitations presented by the COVID-19 pandemic.**

E1. 100% of at-risk students will be required to attend on-site tutoring sessions or attend one or more of the college academic support programs.

- ❖ **100% of at-risk students attended on-site tutoring sessions or one or more of the college academic support programs.**

E2. 80% of CHS students will achieve a passing grade of “C” in core college classes.

- ❖ **86% of CHS students achieved a C or better in all of their core college classes.**

E3. The total number of college courses students withdraw from will not exceed 5% each semester.

- ❖ **The total number of college courses students withdrew from through two semesters was 84 (up from 45) classes or 8% (up from 2.1%).**



PERFORMANCE GOAL 6

To maintain small school advantages for continued student success. (NWF Strategic Goal 2)

GOAL 6: IMPLEMENTATION ACTIVITIES AND STRATEGIES

- A. Continue to promote accessibility of student services to students and parents. (NWF Performance Objective 2.1)
- B. Refine orientation/ mini-mester activities and other co-curricular and extra-curricular activities to encourage student interaction and participation at the high school and college level. (NWF Performance Objective 2.4)
- C. School will enforce attendance, graduation and Faculty-staff/student ratios to foster greater student success.
- D. Develop and implement a student committee or focus group for feedback on school programs, concerns, and needs. (NWF Performance Objective 2.1)

GOAL 6: PERFORMANCE INDICATORS AND GOALS

- A1. 80% of completed parent and student satisfaction surveys will indicate very satisfied or satisfied with accessibility of student services and overall small school atmosphere.
 - ❖ **The satisfaction survey was not sent to parents and students due to limitations presented by the COVID-19 pandemic.**
- B1. 80% of completed parent and student satisfaction surveys will show very satisfied or satisfied with fall WOW week, spring mini-mester, other co-curricular and extra-curricular activities that promote student interaction and participation at the high school and college level.
 - ❖ **The satisfaction survey was not sent to parents and students due to limitations presented by the COVID-19 pandemic.**
- C1. School daily attendance rate.
 - ❖ **Daily attendance rate was 96.8%.**
- C2. Graduation rate.
 - ❖ **100% of the Class of 2021 received high school diplomas.**
 - ❖ **82% received an Associate degree.**
- C3. Faculty-Staff/student ratios.
 - ❖ **Faculty-Staff student ratios are an average of 25:1.**
- D1. Committee or focus group formation.
 - ❖ **In progress**



PERFORMANCE GOAL 7

To follow-up on CHS graduates for use in school improvement, community outreach and related activities

GOAL 7: IMPLEMENTATION ACTIVITIES AND STRATEGIES

- A. Develop and implement a graduate database to collect ongoing graduate data.
- B. Work with NWFSC Enrollment Services to access associate degree follow-up data for CHS students.
- C. Create a web link for CHS alumni on CHS website to allow alumni to share post-graduate information.
- D. Begin plans for a 20th year celebration during the 2020-2021 school year for CHS.

GOAL 7: PERFORMANCE INDICATORS AND GOALS

- C1. Follow-up and analysis of current graduate data.
 - ❖ **In progress**
 - D1. Plans for a 20th year celebration with the help of various stakeholders.
 - ❖ **A 20th anniversary celebration was not planned due to COVID-19.**



PERFORMANCE GOAL 8

To implement policies and procedures to carry out current legislative initiatives affecting charter school operations, student performance, and staff accountability.

GOAL 8: IMPLEMENTATION ACTIVITIES AND STRATEGIES

- A. Review Florida Statutes and Administrative Rules affecting charter schools and implement changes as needed.
- B. Identify sources of course specific End of Course Tests in Algebra I, Biology, American History, and/or Geometry.

GOAL 8: PERFORMANCE INDICATORS AND GOALS

Inclusion of policies and procedures in Student Handbook, Code of Student Conduct, and Pupil Progression Plan. (Available online at chs.nwfsc.edu)

- ❖ **New policies and procedures were included in the Student Handbook, Code of Student Conduct, and Pupil Progression Plan.**

PERFORMANCE GOAL 9

To increase opportunities for involvement of stakeholders. (NWF Strategic Goal 4)

GOAL 9: IMPLEMENTATION ACTIVITIES AND STRATEGIES

- A. Continue the School Advisory Council as a body that provides the opportunity for parents, students, instructional staff, non-instructional staff, and community members to participate in improving CHS. (NWF Performance Objective 4.1)
- B. Improved overall communication between all stakeholders. (NWF Performance Objective 4.1)

GOAL 9: PERFORMANCE INDICATORS AND GOALS

- A1. Agendas and minutes from School Advisory Council (SAC) meetings will be posted on the CHS website.
 - ❖ **Agendas and minutes can be found at <http://chs.nwfsc.edu/profile/advisory.cfm>**
- B1. 95% of parents and students will participate in an annual parent/student orientation/registration session.
 - ❖ **The satisfaction survey was not sent to parents and students due to limitations presented by the COVID-19 pandemic.**
- B2. 80% of parents and students indicate on the satisfaction survey that they are very satisfied or satisfied with the communication between school and home.
 - ❖ **The satisfaction survey was not sent to parents and students due to limitations presented by the COVID-19 pandemic.**

PERFORMANCE GOAL 10

Increase CHS participation in community activities to increase the CHS and College's visibility.
(NWF Strategic Goal 6)

GOAL 10: IMPLEMENTATION ACTIVITIES AND STRATEGIES

A. Increase the number of community service hours CHS students receive each year by offering more opportunities for community service through awareness of community service

GOAL 10: PERFORMANCE INDICATORS AND GOALS

- A. 60% of the CHS students will achieve 25 new hours of volunteer service hours between August 10, 2020 and May 21, 2021 through personal initiative and opportunities offered by CHS.
- ❖ **22.5% of CHS students achieved 25 new hours of volunteer service between August 10, 2020 and May 21, 2021 through personal initiative and opportunities offered by CHS.**



Addendum for Fall 2020 Reopening

COLLEGIATE HIGH SCHOOL REOPENING PROGRAM

We are pleased to provide parents with two options for their child’s education at Collegiate High School at Northwest Florida State College beginning on August 10th. Parents can choose face-to-face teacher instruction at the school or continue distance learning from home with a new robust online program designed to meet the needs of all students, including interaction with peers and teachers. Please see our plan to reopen:

Based on Commissioner Corcoran’s Emergency Order No. 2020-E0-06, Collegiate High School will offer two options to our parents and students. **The parents and students will choose between face-to-face teacher instruction at the school with social distancing and safety measures in place or distance learning at home while still participating with teachers and peers in the daily schedule.**

Sophomore students that choose to return to school will be placed in a group based on their math placement. There will be five class periods per day and the students will attend each with their assigned group. (See chart below). By offering an extra section for each course the number of students in each classroom will be decreased. The students will remain in one classroom throughout the day and teachers will move from classroom to classroom to teach each group. This allows for less overall personal contact. Students will be social distanced in the classroom with plexiglass dividers between students as well as a six-foot separation. Masks will be required.

Parents and students who choose the online method will be assigned a group as well and participate with each class through technology. Student attendance, progress, and participation will be monitored the same as students who are attending the classes face-to-face. Online students will be expected to meet with each class at the same time each day.

	Math	History	English	Chemistry	College Success
9:10-10:10		A	B	C	D
10:15-11:15	A	C	D	B	
11:20-12:20	B	D	A		C
12:20-1:00	Lunch	Lunch	Lunch	Lunch	Lunch
1:05-2:05	C	B		D	A
2:10-3:10	D		C	A	B

Junior and senior schedules for Critical Thinking and Study Skills (CTSS) and Career Research and Decision Making (CRDM) will be determined by their college classes and when and how the college classes meet. They will be required to attend CTSS/CRDM either face-to-face or online. Student attendance, progress, and participation will be monitored the same as students who are attending the classes face-to-face. Online students will be expected to meet with each class at the same time each day. Classes will social distance in the same manner as the sophomores when in these high school classes.

At this time:

- Bus transportation will be available.
- Arrangements will be made to have classrooms, restrooms, etc. sanitized at various times throughout the day.
- Lunch options will be available for all students. Students on free and reduced lunch will receive their benefit.
- Tutoring will be offered online before and/or after school.
- After school activities and club meetings will be considered on an individual basis.

Northwest Florida State College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate and baccalaureate degrees. Contact the Southern Association of Colleges and Schools at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Northwest Florida State College. Northwest Florida State College is committed to equal access/equal opportunity in its programs, activities, and employment. Materiales de la Universidad son disponibles en Español llamando a la Oficina de Admisiones de Northwest Florida State College al **850-678-5111**.

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