

Comprehensive Evidence-Based Reading Plan (CERP) School Improvement Plan 2025-2026

School Literacy Leadership Team Contact Information

Part 1 Directions: Section 3 of the CERP requires that schools maintain a Literacy Leadership Team. List all members of your School's Literacy Leadership Team. This should include administrators, literacy coaches, teacher leaders, ELL, and ESE staff.

Literacy Leadership Team Member	Title
Tiffany Monroe	Assistant Principal
Jessica Glass	Primary Literacy Coach
Donal Ricks	Intermediate Literacy Coach
Althea Hunt	Interventionist
Cynthia Lassiter	ESE Specialist
Amanda Robinson	ESE Facilitator
Natasha Jones	ASD Coach

Part 2 Directions: Review the 25-26 CERP or “**Applying SoR (Science of Reading) at BCPS: Parts 1, 2, & 3**”. with your Literacy Leadership Team. These are the guided documents from the 2025-2026 CERP. Then, complete the chart below to indicate which member(s) of your team is the contact person for each of the plan requirements listed on the chart below.

K-12 Comprehensive Evidence-Based Reading Plan – School Literacy Leadership Team			
Name of School		Park Ridge Elementary School	
Principal's Name		Samantha Whitehead	
Sections of the Plan Requirements	Contact Person	Title	E-mail
Section 3- Literacy Leadership: Conduct regularly scheduled instructional walkthroughs to ensure that effective instruction is being provided to all students and evidence-based practices and programs are being implemented with fidelity. (Applying SoR at BCPS: Part 1)	Donal Rick-Fields Jessica Glass Tiffany Monroe Samantha Whitehead	Int. Lit Coach Prim. Lit Coach Assistant Principal Principal	Donal.ricks@browardschools.com Jessica.glass@browardschools.com Tiffany.monroe@browardschools.com Samantha.whitehead@browardschools.com
Section 3- Literacy Leadership: Meet regularly to disaggregate data from screeners, progress monitoring, and diagnostic reading assessments to make informed	Donal Rick-Fields Jessica Glass Tiffany Monroe	Int. Lit Coach Prim. Lit Coach Assistant Principal	Donal.ricks@browardschools.com Jessica.glass@browardschools.com Tiffany.monroe@browardschools.com Cynthia.lassiter@browardschools.com

decisions about how to maximize student growth in reading.	Cynthia Lassiter	ESE Specialist	
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Sections of the Plan Requirements	Contact Person	Title	E-mail
<p>Section 3- Literacy Leadership: Ensure Tier 3 interventions are provided in very small groups and are provided only by reading endorsed or certified teachers, outside of the 90-minute reading block.</p>	<p>Donal Rick-Fields</p> <p>Jessica Glass</p> <p>Tiffany Monroe</p>	<p>Intermediate Lit. Coach</p> <p>Prim. Literacy Coach</p> <p>Assistant Principal</p>	<p>Donal.ricks@browardschools.com</p> <p>Jessica.glass@browardschools.com</p> <p>Tiffany.monroe@browardschools.com</p>
<p>Section 4: Literacy Coaching: Implement the Just Read, FL Literacy Coaching Model Requirements referenced in 6A-6.053 and ensure Literacy Coach is reading endorsed or certified.</p>	<p>Donal Rick-Fields</p> <p>Jessica Glass</p>	<p>Intermediate Lit. Coach</p> <p>Prim. Literacy Coach</p>	<p>Donal.ricks@browardschools.com</p> <p>Jessica.glass@browardschools.com</p>
<p>Section 5- Standards, Curriculum, Instruction & Intervention: Use "Applying SoR at BCPS: Part 2" guidance with students reading below grade level to identify reading component to address during Tier 2 or 3 intervention. (Applying SoR at BCPS: Part 2)</p>	<p>Donal Rick-Fields</p> <p>Jessica Glass</p> <p>Althea Hunt</p>	<p>Intermediate Lit. Coach</p> <p>Prim. Literacy Coach</p> <p>Instructional Interventionist</p>	<p>Donal.ricks@browardschools.com</p> <p>Jessica.glass@browardschools.com</p> <p>Althea.hunt@browardschools.com</p>
<p>Section 5- Standards, Curriculum, Instruction & Intervention: Ensure students identified as Tier 2 or Tier 3 are scheduled into the appropriate intervention course. These students are reported to FDOE through Survey 2 (Oct) and Survey 3 (Feb).</p>	<p>Donal Rick-Fields</p> <p>Jessica Glass</p> <p>Tiffany Monroe</p>	<p>Intermediate Lit. Coach</p> <p>Prim. Literacy Coach</p> <p>Assistant Principal</p>	<p>Donal.ricks@browardschools.com</p> <p>Jessica.glass@browardschools.com</p> <p>Tiffany.monroe@browardschools.com</p>
<p>Section 5- Standards, Curriculum, Instruction & Intervention: Reference CERP and use adopted evidence-based instructional, supplemental, and intervention programs, as designed. (Applying SoR at BCPS: Part 3)</p>	<p>Donal Rick-Fields</p> <p>Jessica Glass</p> <p>Althea Hunt</p>	<p>Intermediate Lit. Coach</p> <p>Prim. Literacy Coach</p> <p>Instructional Interventionist</p>	<p>Donal.ricks@browardschools.com</p> <p>Jessica.glass@browardschools.com</p> <p>Althea.hunt@browardschools.com</p>
<p>Section 5- Standards, Curriculum, Instruction & Intervention: Ensure that Tier 2 and Tier 3 students receive explicit, systematic, small group teacher-led instruction with ample opportunities for students to practice skills and receive feedback using approved resources.</p>	<p>Donal Rick-Fields</p> <p>Jessica Glass</p> <p>Tiffany Monroe</p>	<p>Intermediate Lit. Coach</p> <p>Prim. Literacy Coach</p> <p>Assistant Principal</p>	<p>Donal.ricks@browardschools.com</p> <p>Jessica.glass@browardschools.com</p> <p>Tiffany.monroe@browardschools.com</p>

<p>Section 6- Professional Learning: Provide and Monitor Professional Development and Professional Learning Communities relating to standards-aligned reading, writing, speaking, and listening instruction and interventions.</p>	<p>Donal Rick-Fields Jessica Glass</p>	<p>Intermediate Lit. Coach Prim. Literacy Coach</p>	<p>Donal.ricks@browardschools.com Jessica.glass@browardschools.com</p>
<p>Section 8: Family Engagement: Ensure that parents of K-5 students identified with substantial reading deficiencies are provided a Read-at-Home Plan and encouraged to sign up for the New World's Reading Initiative.</p>	<p>Donal Rick-Fields Jessica Glass Tiffany Monroe</p>	<p>Intermediate Lit. Coach Prim. Literacy Coach Assistant Principal</p>	<p>Donal.ricks@browardschools.com Jessica.glass@browardschools.com Tiffany.monroe@browardschools.com</p>