

Action Plan

Highland
Elementary
2010-2011



CEDAR HILL
INDEPENDENT SCHOOL DISTRICT

Action Plan

Presented and approved by faculty on August 2010

Presented to parents and community on September 2010

Signatures

PTO/PTA Parent Representative

Date

Teacher Representative

Date

Principal

Date

Central Office Representative

Date

Chief Academic Officer

Date

The signatures of the Principal and central office representative indicate that this document has been reviewed by the central office staff and the Principal certifies that this document meets all district requirements for a Campus Improvement Plan

Goal 1:	Become a TEA Recognized District for the 2009-2010 school year on our journey to becoming <u>World Class</u> by 2010
Performance Goal: World Class Priorities	

Strategy/Action	Person Responsible	Assessment	Resources Needed	Timeline	Status
Staff	Principal	District highly qualified report	Skyward	August 1	
Character and Values	Administrators	PDAS process PDAS Orientation Agenda	PDAS IHQ and PD	August- April 2011	
Student Engagement	Counselor Team Leader	Lesson plans and calendar	Eduphoria Forethought General Funds CNA & RS	September	
Student Engagement	Counselor Team Leaders	Menu of opportunities Listing of sponsors Calendar of meeting dates	Sponsors Title I, II, & general funds RS & CNA	Sept- April Two times per month	

Goal 2:	Design and Implement a rigorous instructional delivery system that is data-driven and fosters student engagement
Performance Goal: Increase students performance on TAKS reading	

Strategy/Action	Person Responsible	Assessment	Resources Needed	Timeline	Status
Reading – All Students Monitor implementation of Frayer Vocabulary Model	Literacy Coach Team Leaders	Lesson plans Vocabulary lessons ITBS, Logramos, TAKS	Literacy Plan 199 Fund RS, CNA, PD, &TPA	Weekly	
Increase time used to develop fluency to 20-35 minutes daily K-2 as appropriate	Literacy Coach Team Leaders	TPRI, District Assessments, ITBS, Logramos	Literacy Plan General Funds RS, TPA, CAN	Quarterly	
Monitor explicit teaching/assessment of comprehension skills	Literacy Coach Team Leader	Lesson Plans, Common Assessments, ITBS, Logramos, TAKS	199 Funds, Literacy Plan Title I, RS, CNA,	Weekly	

			TPA, PD		
Engage students in targeted tutoring sessions through extended day/week	Literacy Coach Master Teachers	District Assessments, ITBS, TAKS	Literacy Plan Aware ARI Funds Tutors SA, PI, CNA	Sept-April	
Reading – Special Education -Integrate Read Naturally computer technology	Special Education Teacher	District Assessments, ITBS, TAKS	Computers IDEA funding RS, CNA	Per IEP	
Reading – African American – Integrate Marie Carbo reading strategies/Read Naturally for tier 3 students	Literacy Coach Master Teachers	District Assessments, ITBS, TAKS	Training Materials General funds RS, CNA	Daily	
Implement Cognitive Coaching Model	Literacy Coach Master Teacher	District Assessments	General funds Reflective logs RS, PD, TPA, CI	Sept-Feb	

Goal 2:	Design and Implement a rigorous instructional delivery system that is data-driven and fosters student engagement
Performance Goal: Increase students performance on TAKS math	

Strategy/Action	Person Responsible	Assessment	Resources Needed	Timeline	Status
Math – All Students Increase consistent implementation of	Math Coach Team Leaders	Lesson plans, District Assessments, ITBS, Logramos,	Math Plan General Funds	Aug-May	

school-wide problem solving model in tandem with visual, auditory, kinesthetic & tactile strategies for concept/skill development		TAKS	Aware Forethought RS, TPSA, CAN, SA, IHQ		
Refine tiered math plan with appropriate interventions based on student intervention plans	Math Coach	Common Assessments, District Assessments, TAKS	Aware TPA, CAN, CI, SA, IHQ	Sept-April	
Provide a bank of re-teach lessons for targeted math skills	Math Coach	Common & District Assessments, TAKS	General fund TPA, SA, CAN, PD	Each 6 weeks	
Math – Integrate Voyager Math for tier 3 Sp. Ed, Ec. Dis, Af-Am and White students					

Goal 2:	Design and Implement a rigorous instructional delivery system that is data-driven an fosters student engagement
Performance Goal: Increase Commended Rate on TAKS Writing	

Strategy/Action	Person Responsible	Assessment	Resources Needed	Timeline	Status
Writing Include elements of Six Traits Model in lesson plans K-4	Team Leader	Lesson plans, District Assessments, TAKS	Forethought Aware General Funds SA, IHQ, CAN	Weekly	
Increase opportunities for composition	Teachers	Progressive composition entries Lesson plans	Forethought General fund IHQ, SA, CAN	Weekly	
Engage 4 th grade students in writing camps	Lead Writing Teacher	District Assessment, TAKS, calendar	General fund Aware IHQ, TPA, SA	1 st , 2 nd , & 3 rd six weeks	

Goal 2:	Design and implement a rigorous instructional delivery system that is data-driven and fosters student engagement
Performance Goal: CSCOPE and District Curriculum	

Strategy/Action	Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
Math Provide follow-up coaching/training during C-Scope implementation	Principal	Lesson plans C-Scope assessments	Coaches Forethought PD, IHQ, RS	Sept-Oct	
Monitor instructional pacing implementation	Administrators	Lesson plans District Assessments	Forethought PD, IHQ, RS	Sept-April	
Convene campus curriculum team to monitor data data/recommend adjustments	Administrators	Calendar of Meeting Dates Agenda	Forethought Aware PD, TPA, RS	Quarterly	
Convene vertical articulation meetings	Principal	District Assessments Agenda Calendar Dates	CAN, RS, PD, CI	Monthly	
Science					
Staff: Provide follow-up coaching/training	Principal	Lesson plans C-Scope assessments	Coaches Forethought PD, IHQ, RS	Sept-Oct	
Monitor instructional pacing implementation	Administrators	Lesson plans District Assessments	Forethought PD, IHQ, RS	Sept-April	
Convene campus curriculum team to monitor data/recommend adjustments	Administrators	Calendar of Meeting Dates Agenda	Forethought Aware PD, TPA, RS		

Monitor adherence to science lab schedule	Administrators	District Assessments Lesson plans Walkthroughs	Lab schedule IHQ, SA	Weekly	
Convene vertical articulation meetings	Principal	District Assessments Agenda Calendar Dates	CNA, RS, PD, CI	Monthly	
ELA					
Staff: Provide follow-up coaching/training	Principal	Lesson plans C-Scope assessments	Coaches Forethought PD, IHQ, RS	Sept-Oct	
Monitor instructional pacing implementation	Administrators	Lesson plans District Assessments	Forethought PD, IHQ, RS	Sept-April	
Convene campus curriculum team to monitor data data/recommend adjustments	Administrators	Calendar of Meeting Dates Agenda	Forethought Aware PD, TPA, RS		
Staff: Convene vertical articulation meetings	Principal	District Assessments Agenda Calendar Dates	CNA, RS, PD, CI	Monthly	
Social Studies Staff: Provide follow-up coaching/training	Principal	Lesson plans C-Scope assessments	Coaches Forethought PD, IHQ, RS	Sept-Oct	
Monitor instructional pacing implementation	Administrators	Lesson plans District Assessments	Forethought PD, IHQ, RS	Sept-April	

Convene campus curriculum team to monitor data data/recommend adjustments	Administrators	Calendar of Meeting Dates Agenda	Forethought Aware PD, TPA, RS		
Staff: Convene vertical articulation meetings	Principal	District Assessments Agenda Calendar Dates	CAN, RS, PD, CI	Monthly	

Goal 2:	Design and implement a rigorous instructional delivery system that is data-driven and fosters student engagement
Performance Goal: College and Career Readiness	

Strategy/Action	Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
Advanced Academics Cluster students with potential for high performance in grade-level classes	Counselor	Master schedule District Assessments	Aware Skyward CI, IHQ	August	
Students participate in 2 campus and District Fairs that require projects/performance	Fair sponsors	Participation records	General funds	Sept-April	
TAKS – Commended Performance	Literacy	Agendas for sessions	Coaches	Bi-weekly	

Provide grade 3/4 students in tiers 1 and 2 differentiated instruction and academic conferences in flexible groups	Math Coach	District Assessment, TAKS	Counselors/Academic Mentors General funds Title III		
Participate academic seminars	Counselor	Calendar Agenda	Coaches Counselors/Academic Mentors General funds Title III IHQ, RS, CNA, CI	Monthly October-April	
ITBS Engage in cognitive coaching partnerships	Literacy Specialist Math Coach Team Leaders	Reflective Journals Log of Partners	Cognitive Coaching books Coaches General funds CI, IHQ, PD	Sept-Feb	
Demonstrate mastery teaching strategies	Administrators	Walk-throughs PDAS	PDAS IHQ, PD	August-May	

Goal 2:	Design and implement a rigorous instructional delivery system that is data-driven and fosters student engagement
Performance Goal: School Climate/Technology/ Staff Development	

Strategy/Action	Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
School Climate Participate in Bullying classroom guidance program	Counselor	Student guidance referrals related to bullying PEIMS discipline data Surveys Classroom guidance schedule	General funds Title IV CI, CNA	Sept-Oct	
Engage students in interest based activities beyond the school day	PE Teacher	Menu of activities Participation logs	General funds RS, CNA		

Learn conflict resolution strategies through classroom guidance lessons	Counselor	Classroom guidance schedule PEIMS discipline data Guidance referrals Surveys	General funds CNA, RS	Nov-Dec	
Engage in professional development related to the Character Pillars of fairness and respect	Character Education Coordinator	Surveys Team of the Month participation	General funds CNA, PD, IHQ	Aug, Sept, & Jan	
Engage Staff in professional learning communities that re-inforce high expectations and accountability	Principal Master Teachers	District Assessments	Reading Materials General funds Title II and III RS & IHQ	Sept-Feb	
Technology Participate in Region 10 Technology Cohort	Principal	Walkthroughs Campus training opportunities	General funds Workshop PD, IHQ, RS	Sept-April	
Complete required technology professional development hours	Teacher	Professional Development Portfolio	Workshop PD, IHQ	June-April	
Create a menu of campus-based staff development opportunities	Technology Liaison	Professional Development Portfolio	Workshop PD, IHQ	Sept-March	
Staff Development Complete 30 hours of required	Teacher	Professional Development Portfolio	Workshop PD, IHQ	June-April	

professional development					
Train literacy coach and master teacher in cognitive coaching model	Principal	Formative Assessments Coaching Reports	Training Materials General funds CNA, RS, PD	Sept-Oct	

Goal 3:	Recruit, Develop and Retain Highly Qualified Employees
Performance Goal: Recruitment	

Strategy/Action	Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
Participate in two District recruitment events	Principal	Schedule of recruitment events List of participants	Schedule AHQ, PD	March- April	

Highlight opportunities for professional development	Principal	Schedule of recruitment events List of participants	Professional Development Brochure Menu of Workshops Title I, II, III, I	March-April	
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Goal 3:	Recruit, Develop and Retain Highly Qualified Employees
Performance Goal: Retention	

Strategy/Action	Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
Provide professional development on loan reduction and opportunities for acquiring degrees/certifications	Principal	Professional development calendar Training agenda	General funds CNA, CI, PD, AHQ,, IHQ	February	
Continue participation in the DATE Grant	Principal	CHAMPS Orientation/Update sign-	Title I	June	

(CHAMPS) program		in Notification of compensation	CNA, PD, AHQ,, IHQ		
Recognize high performing teams through the Team of the Month Program (TOM)	TOM Chairperson	Nominations for TOM	General funds CNA, PD, IHQ	Monthly	

Strategy/Action		Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
Goal 3:	Recruit, Develop and Retain Highly Qualified Employees	Principal	Teacher retention report	Title II & General funds	Aug-May	
	Support mentor teacher program	Mentors		CNA, CI, PD, AHQ,, IHQ		
Performance Goal: Develop New Teachers						
	Partner new teachers with District Instructional Coaches	Principal	Visitation Log Walkthroughs Professional Development Portfolio PDAS	Workshop CNA, CI, PD, AHQ,, IHQ	Sept-March	

Goal 4:	To Build the fund balance to be 25% of the General Funds Budget
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Performance Goal: Involve Campus Advisory Team

Strategy/Action	Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
Meet monthly with the CAT for budget input/updates	Principal	Campus budget reports CAT minutes/agenda	Skyward	Monthly	

Goal 5	Align the budget process to achieve district goals
Performance Goal: Impact student achievement	

Strategy/Action	Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
Continue zero-based budget process to reflect CIP initiatives	Principal	Expenditure Report	Skyward CNA, CI, PD	April-Sept	

Expend 60% of campus budget to impact students by December	Principal	Expenditure Report	Skyward CNA, CI, PD	Aug-Dec.	
Use sub-object codes to identify priority CIP expenditures	Principal Secretary	Expenditure Report	Skyward CI	Aug-Dec.	

Goal 6:	Safety and Student Management				
Performance Goal: Classroom Student Management					
Strategy/Action	Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
Support training and implementation of the Boystown Discipline model by creating a school-wide discipline plan	Assistant Principal	Training schedule PEIMS discipline data Surveys	IDEA funding General funds Skyward CNA, CI, PD, RS	August- May	
Convene Student Attendance Review Meeting	Assistant Principal Teacher	Minutes of Monthly Meeting Attendance Report	General funds PI, CNA	Sept- April Monthly	
Provide guidance lessons on goal-setting	Counselor	Monthly Reports of Inappropriate	PD and CI	Sept-Nov	

		Contact			
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Goal 6:	Safety and Student Management
Performance Goal: Health	

Strategy/Action	Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
Provide two Coordinated Health & Safety (CATCH) events	Chair of CATCH Team	Calendar listing of event	General funds PI, CNA	One per semester	
Conduct Fitnessgram Assessments	PE Teacher	Fitnessgram data report	RS, PI	March- April	

Goal 6:	Safety and Student Management
Performance Goal: Safety	

Strategy/Action	Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
Conduct classroom violence/conflict prevention	Counselor	Counselors calendar PEIMS discipline data	General funds CNA, PD	Nov-Dec	
Use Boystown intervention process with discipline referrals	Administrators	Skyward discipline referral PEIMS discipline data	Skyward Boystown Forms PI, RS, CNA	Sept-May	