

Action Plan

Plummer
Elementary
2010-2011



CEDAR HILL
INDEPENDENT SCHOOL DISTRICT

Action Plan

Presented and approved by faculty on (insert date here).

Presented to parents and community on (insert date here).

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 certify that this document meets all district requirements for a School Improvement Plan

Goal 1:	Become a TEA Recognized District for the 2010-2011 school year on our journey to becoming <u>World Class</u> by 2012
Performance Goal: To become a “World Class District”	

Strategy/Action	Person Responsible	Assessment	Resources Needed	Timeline	Status
Staff 100% of teachers will be highly qualified.	Human Resources	Certificates	District resources IHQ	August 2010	
Evaluate staff performance using the District Core Values that reflect the six pillars of character.	Principal	PDAS	PDAS PD	August 2010 - April 2011	
Teachers will accrue at least 30 hours of staff development outside the school day.	Principal	Certificates	Local 199 PD	June 2010 - April 2011	
Extra-curricular Engage students in extra-curricular activities.	Leaders Assistant Principal	Sign-in logs List of activities Dates of activities	Local 199 Sponsors District tutoring RS PI	October 2010 – May 2011	
Administer an interest survey to students and use results to plan extra-curricular activities.	Leaders Assistant Principal	Survey Survey Results List of activities	Local 199 RS PI	August – September 2010	

Administer survey to solicit parental interest in serving as a sponsor for extra-curricular activities.	Leaders Assistant Principal	Survey Survey Results List of activities	Local 199 RS PI	August – September 2010	
Real Life Experiences Partner with Northwood University to provide mentors for students.	Principal Counselor	Sign-in logs	Local 199 RS	July 2010 – May 2011	
The 4 th grade advanced academics class will partner and communicate with a school in another country using the Internet with a web cam using a program such as Skype.	Advanced Academics Teacher	Lesson Plans	Local 199 RS	September 2010 - 2011	
21 st Century Classrooms will be implemented with training and access to 21 st Century technology and strategies.	Principal	Principal observation Lesson Plans	District funds Local 199 RS, PD, PI, TPA	August 2010 - May 2011	

Goal 2:	Design and Implement a rigorous instructional delivery system that is data-driven and fosters student engagement
Performance Goal: Improve student performance in reading	

Strategy/Action	Person Responsible	Assessment	Resources Needed	Timeline	Status
Reading – All Teachers will provide guided reading in	Literacy Coaches	District assessments, DRA/ Reading Assessor, Headsprout	Local 199 Campus	August 2010 - May 2011	

small, flexible groups using the new reading adoption as well as other reading resources.		Benchmarks, teacher-made assessments, six- week progress reports	Resources Title I Resources IHQ CAN		
Teachers will implement an Internet-based supplemental reading program (<i>Headsprout</i>) to improve phonemic awareness, phonics, oral reading fluency, vocabulary, and reading comprehension for grades K-2.	Literacy Coaches	District assessments, DRA/ Reading Assessor, Headsprout Benchmarks, teacher-made assessments, six- week progress reports	Local 199 Campus Resources Title I Resources SA RS	August 2010 - May 2011	
Utilize <i>Thinking Maps</i> to improve comprehension for K-4.	Literacy Coaches	Thinking Maps Assessment	Campus resources IHQ, SA	August 2010 - May 2011	
Reading – AA, ED Literacy coaches and classroom teachers will implement interventions for students in need of assistance in reading as identified by RTI.	Literacy Coaches	District assessments, DRA/ Reading Assessor, Headsprout Benchmarks, teacher-made assessments, six- week progress reports	Local 199 Title I IHQ, CNA TNA, TPA	August 2010 - May 2011	
Provide staff development to increase student literacy focusing on the areas of vocabulary, fluency, phonics, and comprehension as well as guided reading,	Literacy Coaches	District assessments, DRA/ Reading Assessor, Headsprout Benchmarks, teacher-made assessments, six- week progress reports	Title I Local 199 PD	August 2010 - May 2011	

Implement a strategic plan of action for tutoring reading during and after school.	Principal	Campus Plan, Tutoring Sheets	CI,RS,SA	August 2010 - May 2011	
PK students will increase motivation to learn to read by visiting and participating in K class reading time during the month of May.	PK and K Lead Teachers	Lesson plans for implementation	Local 199 PTS	May 2011	
<i>Read Naturally</i> will be used as a tier 2 intervention.	Literacy Coaches	Read Naturally Assessments	Local 199 Title I SA	August 2010 - May 2011	
Literacy coaches will collaborate and plan with classroom teachers using available student data, model lessons, provide literacy resources.	Literacy Coaches	Log / Teacher observations	Local 199 CAN, PD TPA, SA	August 2010 - May 2011	
Provide home to school connection by conducting Literacy Nights and Book Fair.	Literacy Coaches Librarian	Log	Local 199 Campus resources, PI	August 2010 - May 2011	
Administrators and teachers will monitor students scoring below the 35 th percentile on reading ITBS.	Literacy Coaches	District assessments, DRA/ Reading Assessor, Headsprout Benchmarks, teacher-made assessments, six- week progress reports	Local 199 Title I	August 2010 - May 2011	
Reading– Special Education All special education students will receive all general education interventions for which	Principal	STAT reports Intervention reports, District assessments, DRA/ Reading	Local 199 IDEA	August 2010 - May 2011	

they qualify.		Assessor, Headsprout Benchmarks, teacher-made assessments, six- week progress reports			
Special education student data will be monitored.	Principal Sp. Ed. Teacher	District assessments, DRA/ Reading Assessor, Headsprout Benchmarks, teacher-made assessments, six- week progress reports	Local 199 IDEA	August 2010 - May 2011	
Special education student Individual Education Plans (IEP) will be implemented.	Sp. Ed. Teacher	IEP, Lesson Plans	Local 199 IDEA	August 2010 - May 2011	

Goal 2:	Design and Implement a rigorous instructional delivery system that is data-driven and fosters student engagement
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Performance Goal: Improve student performance in math

Strategy/Action	Person Responsible	Assessment	Resources Needed	Timeline	Status
<p>Math – All Students will rotate through Math Lab as part of the specials schedule with emphasis on critical thinking, problem solving, and math vocabulary to support curriculum taught in classrooms.</p>	Assistant Principal	District assessments, CSCOPE Benchmarks, teacher-made assessments, six- week progress reports	Local 199 TPA SA IHQ CNA	August 2010 - May 2011	
<p>Students will use the web-based <i>Voyager Math</i> Intervention program to increase math skills.</p>	Assistant Principal	District assessments, CSCOPE Benchmarks, teacher-made assessments, six- week progress reports, Voyager Math Reports	District funds TPA SA IHQ CAN RS	August 2010 - May 2011	
<p>Students will use the web-based supplemental software program <i>Math Fluency</i> at school with additional access from home computers to increase math fluency skills.</p>	Assistant Principal	District assessments, CSCOPE Benchmarks, teacher-made assessments, six- week progress reports, Math Fluency Reports	Local 199 SA PI RS	August 2010 - May 2011	

<p>Reading – AA, ED Provide staff development to increase student performance in math critical thinking, problem-solving, and vocabulary.</p>	Principal	District assessments, CSCOPE Benchmarks, teacher-made assessments, six- week progress reports	Local 199 ESCX Resources PD	August 2010 - May 2011	
Design and implement a strategic plan of action for tutoring math during and after school.	Principal	Campus Plan, Tutoring Sheets	SA TPA	October 2010 – April 2011	
Implement daily use of <i>Lone Star Math</i> Boards for all grade levels to increase math performance.	Assistant Principal	District assessments, CSCOPE Benchmarks, teacher-made assessments, six- week progress reports	Local 199 RS IHQ	August 2010 - May 2011	
Spiral through all grade level math TEKS every two weeks using <i>Lone Star Math</i> board and <i>Target the Question</i> Problem Solving.	Assistant Principal	District assessments, CSCOPE Benchmarks, teacher-made assessments, six- week progress reports	Local 199 RS IHQ	August 2010 - May 2011	
Increase math vocabulary by using <i>Mentoring Minds Math Vocabulary</i> Development Sets.	Assistant Principal	District assessments, CSCOPE Benchmarks, teacher-made assessments, six- week progress reports	Local 199 RS IHQ	August 2010 - May 2011	
<p>Math– Special Education All special education students will receive all general education interventions for which they qualify.</p>	Principal	STAT Reports, District assessments, CSCOPE Benchmarks, teacher-made assessments, six- week progress reports	Local 199 IDEA CNA, IHQ SA	August 2010 - May 2011	
Special education student data will be	Principal	District assessments, CSCOPE	Local 199	August 2010 -	

monitored.	Sp.Ed. Teacher	Benchmarks, teacher-made assessments, six- week progress reports	IDEA CNA, TPA, SA	May 2011	
Special education student Individual Education Plans (IEP) will be implemented.	Sp. Ed. Teacher	IEP, Lesson Plans	Local 199 IDEA CNA, IHQ SA	August 2010 - May 2011	

Goal 2:	Design and Implement a rigorous instructional delivery system that is data-driven and fosters student engagement
Performance Goal: Improve student performance in writing	

Strategy/Action	Person Responsible	Assessment	Resources Needed	Timeline	Status
Writing Implement <i>Write From the Beginning</i> (WFB) for K-4.	Literacy Coaches	WFB Assessment	Local 199 IHQ, , SA	August 2010 - May 2011	
Provide WFB training for new staff	Literacy Coaches	Certificates	Local 199 PD, RS	August – Dec.2010	

Provide follow-up training for staff	Principal	Sign-in sheets	Local 199 PD	August – Sept.2010	
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Goal 2:	Design and implement a rigorous instructional delivery system that is data-driven and fosters student engagement
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Performance Goal: To implement the district core curriculum CSCOPE

Strategy/Action	Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
Math Create grade level calendar based on CSCOPE YAG to include dates for each unit and unit test.	Team Leader	Plummer CSCOPE Calendar	Local 199 RS, TPA, HQ	August 2010	
Provide follow-up coaching/training	Principal	Lesson Plans CSCOPE assessments	Local 199 PD, IHQ, RS	August 2010 - May 2011	
Monitor instructional pacing of CSCOPE sequence and timeline	Principal	Lesson Plans Walk Throughs	Forethought RS, IHQ, PD	August 2010 - May 2011	
Administer CSCOPE benchmark after each unit	Team Leader	Lesson Plans CSCOPE assessments	Local 199 RS, TPA, IHQ	August 2010 - May 2011	

Monitor data and make adjustments horizontally with each grade level	Principal	Team Meeting minutes District assessments	Local 199 RS, TPA, IHQ, PD	August 2010 - May 2011	
Monitor data and make adjustments vertically with CAT	Principal	CAT minutes District assessments	Local 199 RS, TPA, IHQ, PD	August 2010 - May 2011	
ELA Create grade level calendar based on CSCOPE YAG to include dates for each unit and unit test.	Team Leader	Plummer CSCOPE Calendar	Local 199 RS, TPA, HQ	August 2010	
Provide follow-up coaching/training	Principal	Lesson Plans CSCOPE assessments	Local 199 PD, IHQ, RS	August 2010 - May 2011	
Monitor instructional pacing of CSCOPE sequence and timeline	Principal	Lesson Plans Walk Throughs	Forethought RS, IHQ, PD	August 2010 - May 2011	
Administer CSCOPE benchmark after each unit	Team Leader	Lesson Plans CSCOPE assessments	Local 199 RS, TPA, IHQ	August 2010 - May 2011	
Monitor data and make adjustments horizontally with each grade level	Principal	Team Meeting minutes District assessments	Local 199 RS, TPA, IHQ, PD	August 2010 -	

				May 2011	
Monitor data and make adjustments vertically with CAT	Principal	CAT minutes District assessments	Local 199 RS, TPA, IHQ, PD	August 2010 - May 2011	
Science Create grade level calendar based on CSCOPE YAG to include dates for each unit and unit test.	Team Leader	Plummer CSCOPE Calendar	Local 199 RS, TPA, HQ	August 2010	
Provide follow-up coaching/training	Principal	Lesson Plans CSCOPE assessments	Local 199 PD, IHQ, RS	August 2010 - May 2011	
Monitor instructional pacing of CSCOPE sequence and timeline	Principal	Lesson Plans Walk Throughs	Forethought RS, IHQ, PD	August 2010 - May 2011	
Administer CSCOPE benchmark after each unit	Team Leader	Lesson Plans CSCOPE assessments	Local 199 RS, TPA, IHQ	August 2010 - May 2011	
Monitor data and make adjustments horizontally with each grade level	Principal	Team Meeting minutes District assessments	Local 199 RS, TPA, IHQ, PD	August 2010 - May 2011	

Monitor data and make adjustments vertically with CAT	Principal	CAT minutes District assessments	Local 199 RS, TPA, IHQ, PD	August 2010 - May 2011	
Monitor adherence to science lab schedule	Principal	Lesson Plans Walk Throughs District assessments	Local 199 RS, TPA, IHQ,	August 2010 - May 2011	
Social Studies Create grade level calendar based on CSCOPE YAG to include dates for each unit and unit test.	Team Leader	Plummer CSCOPE Calendar	Local 199 RS, TPA, HQ	August 2010	
Provide follow-up coaching/training	Principal	Lesson Plans CSCOPE assessments	Local 199 PD, IHQ, RS	August 2010 - May 2011	
Monitor instructional pacing of CSCOPE sequence and timeline	Principal	Lesson Plans Walk Throughs	Forethought RS, IHQ, PD	August 2010 - May 2011	
Administer CSCOPE benchmark after each unit	Team Leader	Lesson Plans CSCOPE assessments	Local 199 RS, TPA, IHQ	August 2010 - May 2011	
Monitor data and make adjustments horizontally with each grade level	Principal	Team Meeting minutes District assessments	Local 199 RS, TPA, IHQ, PD	August 2010 - May 2011	

Monitor data and make adjustments vertically with CAT	Principal	CAT minutes District assessments	Local 199 RS, TPA, IHQ, PD	August 2010 - May 2011	
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Goal 2:	Design and implement a rigorous instructional delivery system that is data-driven and fosters student engagement
Performance Goal: To prepare student to be College and Career Ready	

Strategy/Action	Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
Advanced Academic Cluster students with high academic performance or potential in grade-level classes.	Counselor	Master Schedule District assessments TAKS Commended Performance data	Student data Skyward CI, IHQ	August 2010	
Implement a compacted pacing of CSCOPE curriculum with enrichment activities inserted between units.	Advanced Academics Teachers	Lesson Plans Walk Throughs District assessments CSCOPE assessments	Local 199 CNA, RS, TPA	August 2010 - May 2011	
Students will participate in at least three of the campus / district fairs that require a project.	Fair Sponsors	Participation records	Local 199 RS, IHQ, PI	August 2010 -	

				May 2011	
TAKS – Commended Performance Use three tiered response to intervention models to tier students to drive instruction.	Literacy Coaches Teachers	Lesson Plans Walk Throughs District assessments CSCOPE assessments TAKS Commended Performance data	Local 199 RS, IHQ,, TPA, SA	August 2010 - May 2011	
Provide differentiated instruction for all students.	Literacy Coaches Teachers	Lesson Plans Walk Throughs District assessments CSCOPE assessments	Local 199 RS, IHQ,, TPA, SA	August 2010 - May 2011	
Increase use of higher order thinking skills for all students.	Teachers Principal	Lesson Plans Walk Throughs District assessments CSCOPE assessments	Local 199 RS, IHQ,, TPA,	August 2010 - May 2011	
ITBS Implement CSCOPE	Principal Teachers	Lesson Plans Walk Throughs District assessments CSCOPE assessments	Local 199 RS, IHQ,, TPA, SA	August 2010 - May 2011	
Use disaggregated data from ITBS to identify focus areas in each subject.	Principal Teachers	Lesson Plans Walk Throughs District assessments CSCOPE assessments	Local 199 RS, IHQ,, TPA, SA, PD	August – October 2010	

Provide staff development in focus areas to improve instruction.	Principal	Certificates	Local 199 RS, IHQ., TPA, SA, PD	August 2010 - May 2011	
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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 Communicate with parents and community through webpage, email, call-out system, and student flyers.	Staff Principal	Copies of communications	Local 199 PI, CI	August 2010 - May 2011	
Conduct parent conferences to discuss student progress at the end of the first reporting period.	Principal	Log of parent conferences	Local 199 PI	August 2010 - May 2011	
Staff will answer communications from parents and community members in a timely manner.	Staff	Phone logs	Local 199 PI	August 2010 - May 2011	
Conduct parent involvement nights.	Principal	Sign-in logs	Local 199	August 2010	

			Federal grant funds PI	- May 2011	
Provide opportunities for parents to volunteer both during the school day and to help or sponsor extra-curricular activities.	Principal	Volunteer log Parent Interest Survey	Local 199 Federal grant funds PI	August 2010 - May 2011	
Provide opportunities for parents to use the computer lab after school to help their children be academically successful.	Principal	Sign-in log	Local 199 Federal grant	August 2010 - May 2011	
Technology Create 21 st Century classrooms with 21 st Century technology	District Principal	Equipment in place	Local 199 District funds RS, IHQ	June – September 2010	
21 st Century classroom teachers will attend district training	District Principal	Certificates	Local 199 District funds RS, IHQ, PD	July 2010– May 2011	
Form the Technology Specialists Institute (TSI) team composed of the 21 st Century classroom teachers, teachers that attended the ESCX Technology Specialist Institute and the technology liaison to collaborate and share new technology activities, resources, and tools with the staff and do offer professional development.	Principal TSI team	Team minutes Staff meeting agendas Certificates	Local 199 RS, PD	August 2010 - May 2011	

TSI team will assist staff in setting up and maintaining individual web sites as well as monitoring websites to assure that all teachers are posting updates and including detailed information about weekly assignments.	Principal TSI team	Web sites Web site reports	Local 199 RS, PD	August 2010 - May 2011	
Train staff to use interactive white boards as professional development and as short training during staff meetings.	Principal Staff TSI team	Certificates Staff meeting agendas	Local 199 District funds RS, PD	August 2010 - May 2011	
Five teachers will attend 5 days of training at ESCX for the Technology Specialist Institute.	Principal	Certificates	Local 199 District funds RS, PD	August 2010 - May 2011	
Selected classrooms will use a web cam with the Internet to communicate with another classroom or school	Principal TSI team	Lesson plans	Local 199 RS, IHQ,	August 2010 - May 2011	
Set aside time during each staff meeting to allow the TSI team to demonstrate/share available technology tools, online resources or integration ideas.	Principal TSI team	Agenda	Local 199 RS, IHQ, PD	August 2010 - May 2011	
Staff Development All staff will attend Boy's Town training	Principal	Certificates	District funds RS, PD	August 2010	
Horizontal and vertical teams will analyze ITBS, CSCOPE assessments, TAKS, and	Principal	Certificates	Local 199 CNA, RS, PD	August 2010 -	

formative assessments to identify focus areas for after school staff development.				May 2011	
Train staff on 5 E's model on which CSCOPE is based.	Principal	Certificates	Local 199 RS, PD	August – September 2010	

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

Strategy/Action	Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
100% of teachers will be highly qualified.	Human Resources	Certificates	District funds IHQ	August 2010	
Utilize campus interview teams with representatives from grade levels and/or departments for campus interviews	Administrators, interview team	Selection of highly qualified personnel	District funds AHQ, IHQ	August 2010 - June 2011	

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

Strategy/Action	Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
All staff members will participate in campus leadership and shared decision-making by serving on at least two committees including SBDM.	Principal	Sign-in sheets and minutes of committee meetings	Local 199 TPA AHQ	August 2010 - June 2011	
Each grade level will meet weekly to discuss data, issues and to collaborate in lesson planning.	Team leaders	Sign-in sheets, minutes, lesson plans	Local 199 TPA	August 2010 - June 2011	
Faculty meetings will provide staff development and team building activities in areas of need and to discuss data.	Principal	Agenda, sign-in sheets	Local 199 PD CNA	August 2010 - June 2011	
21 st Century classroom teachers and the TSI team will share and train staff on technology and strategies.	Principal	Sign-in sheets	Local 199 AHQ, RS, PD	August 2010 - June 2011	

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

Strategy/Action	Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
Teachers with 0 - 2 years of experience will participate in the district mentor program.	Principal	Mentor documentation	District funds AHQ	August 2010 - June 2011	
Mentors will meet weekly with mentees to discuss data, issues and to collaborate in lesson planning.	Mentors	Sign-in sheets, minutes, lesson plans	Local 199 TPA	August 2010 - June 2011	
Principal will meet regularly with new	Principal	Sign-in sheets	Local 199	August 2010	

teachers to discuss students, issues, and data.			TPA,PD,SA	- June 2011	
New teachers will participate in weekly team meetings with the grade level team	Team Leader	Team meeting minutes	Local 199 TPA,PD,SA	August 2010 - June 2011	
New teachers will participate in campus leadership and shared decision-making by serving on at least two committees.	Principal	Sign-in sheets and minutes of committee meetings	Local 199 TPA AHQ	August 2010 - June 2011	

Goal 4:	To Build the fund balance to be 25% of the General Funds Budget
Performance Goal: Increase fund balance for district	

Strategy/Action	Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
Maintain or increase student attendance by making contact with families when student is absent and by honoring students with	Staff	PEIMS reports	Local 199-RS, PI	August 2010 - June 2011	

perfect attendance each reporting period.					
Decrease campus copier overages by using a code to limit the number of per person and per team copies to a specific number each month.	Staff	Copier usage report	Local 199-RS, CI	August 2010 - June 2011	
Decrease campus copier overages by using hands-on strategies or technology tools instead of copied worksheets.	Staff	Copier usage report Lesson plans	Local 199 – RS	August 2010 - June 2011	

Goal 5	Align the budget process to achieve district goals
Performance Goal: Campus budget process and expenditures will assure that funds are spent on needs of students.	

Strategy/Action	Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
Use comprehensive needs assessment data to strategically utilize campus funds to optimize student achievement.	Principal	District assessments, TAKS	Local 199 RS, CI, CNA, SA	July 2010- June 2011	
Develop effective tutorial budget to efficiently utilize designated funds.	Principal	Tutoring Plan TAKS	Local 199 RS, SA, CI	September 2010-April	

		District assessments		2011	
Expend 70% of the campus budget by the end of the first semester, and 95% by the designated budget cut off date.	Principal	Skyward Finance Reports	Local 199 RS, SA, CI	August 2010- January 2011	

Goal 6:	Safety and Student Management
Performance Goal: Provide a safe environment for students to learn	

Strategy/Action	Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
Provide <u>Boys Town</u> Training	District Boys Town Trainers	Certificates PEIMS Discipline Report	District funds PD	August 2010	
New staff will be trained with <i>Fred Jones: Tools for Teaching</i>	Assistant Principal	Certificates PEIMS Discipline Report	Local 199 CNA, PD, SA	Fall 2010	
Provide follow up training in <i>Fred Jones: Tools for Teaching</i> for previously trained staff.	Assistant Principal	Certificates PEIMS Discipline Report	Local 199 CNA, PD, SA	Fall 2010	
The Discipline Advisory Team (DAT) will meet regularly to discuss student behaviors and to make recommendations.	Assistant Principal	Agenda Sign-in sheets PEIMS Discipline Report	Local 199 CAN RS	August 2010 - June 2011	

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