

# ***CISD Improvement Plan 2003-2004***

## **for Denton Creek Elementary**

***Goal 1: Ensure that students have a challenging, customized learning experience.***

***Objective 1: The number of students who will perform at the "commended level" on the reading, writing, math, and science TAKS tests will increase in each subject area by 15%.***

#	STRATEGIES/STRATEGIC PLAN CORRELATIONS	NEEDS ASSESSMENT	SPECIAL PROGRAMS/ POPULATIONS	WHO	TIME FRAME START/END	RESOURCES HUMAN/MATERIAL/ FISCAL	EVIDENCE OF MONITORING/ ATTAINMENT
1	Assess students using the DRA and benchmark assessments aligned with TAKS objectives in reading and writing.	DRA and/or TAKS data SP3:10C	SCE All students including subgroups	All classroom teachers	September 2003-May 2004	Literacy teacher Curriculum/Assessment Committee SCE funds	DRA/or TAKS objective data
2	Analyze data on the DRA and students performance on TAKS objectives in reading and writing in order to organize for accelerated learning.	DRA and/or TAKS data SP3:10C	SCE All students including subgroups	All classroom teachers	September 2003-May 2004	Literacy teacher Curriculum/Assessment Committee SCE funds	Analysis of data
3	Customize tutoring for students not meeting standards on components of the DRA or specific TAKS objectives in reading and writing.	DRA and/or TAKS data	SCE All students not mastering objectives	All teachers	October 2003-May 2004	Literacy teacher Curriculum/Assessment Committee SCE funds	Tutoring plans
4	Follow up reading tutoring sessions with objective specific assessment to determine students' mastery of objectives in reading and writing.	DRA and/or TAKS data SP3:10C	SCE All students in tutoring sessions	All teachers	October 2003-May 2004	Literacy teacher Curriculum/Assessment Committee SCE funds	DRA/or TAKS objective data
5	Assess students in math &/or science using benchmark assessments aligned with TAKS objectives.	Objective based assessments SP3:10C	All students including subgroups	All classroom teachers	September 2003-May 2004	Curriculum/Assessment Committee	Math objective data for each grade
6	Analyze data on students performance on math &/or science TAKS objectives in order to organize for accelerated learning.	Objective based assessments SP3:10C	All students including subgroups	All classroom teachers	September 2003-May 2004	Curriculum/Assessment Committee	Analysis of data
7	Customize tutoring for students not meeting standards on math &/or science objective assessments	Objective based assessments	All students not mastering objectives	All teachers	September 2003-May 2004	Curriculum/Assessment Committee	Tutoring plans

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8	Follow up tutoring sessions with objective specific assessment to determine students mastery of science &/or math objectives	Objective based assessments SP3:10C	All students in tutoring sessions	All teachers	October 2003-May 2004	Curriculum/Assessment Committee	TAKS objective data
9	Analyze 2003-2004 AEIS data	TAKS data/AEIS report	K-5 <sup>th</sup> grade students, including subgroups	All teachers Administration	March 2004-June 2004	Curriculum/Assessment Committee	Analysis of data Meeting minutes
10	Compare 2003 AEIS data with 2002-2003 AEIS data to determine the effectiveness of instruction and tutoring	TAKS data/AEIS report	K-5 <sup>th</sup> grade students, including subgroups	All teachers Administration	March 2004-June 2004	Curriculum/Assessment Committee	Analysis of data Meeting minutes
11	Establish a grade placement committee for all students not passing the 3 <sup>rd</sup> grade reading TAKS	TAKS data	3 <sup>rd</sup> grade students	3 <sup>rd</sup> grade teachers Administration	February 2004-July 2004	State/local processes	Meeting Agendas with members present
12	Design a customized accelerated program for all 3 <sup>rd</sup> graders not passing the reading TAKS	TAKS data	3 <sup>rd</sup> grade students	3 <sup>rd</sup> grade teachers Administration	February 2004-July 2004	State/local processes	Customized plans
13	Inventory science equipment and supplies to ensure necessary materials for quality hands on instruction	TAKS data	Inventory	Administration Curriculum Committee	September/October 2003	Curriculum/Assessment Committee	Inventory
14	Designate a lead science teacher on campus to serve as a liaison with the district	SP 3:7	All students	Administration	October 2003	Title I Funds for release time if needed	Agendas Meeting minutes

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15	Implement inquiry based instruction science program developed by the Laser Science Team	5 <sup>th</sup> grade TAKS data SP 3:7	All students K-5	Teachers	2003-2004 school year	Inquiry-based science program Science Coordinator Curriculum/assessment Committee Title I funds	Lesson plans
16	Curriculum alignment will be documented and monitored to ensure quality in instruction	SP 3:10a	All teachers	Principal Asst. Principal	September 2003-May 2004	Curriculum/Assessment Committee	Lesson plans Newsletters Walkthroughs
17	Conduct monthly grade level meetings with all teams to ensure instructional practices are aligned for student success	SP 3:7	All K-5 students	Principal Asst. Principal	August 2003-May 2004	Planning periods	Agendas; meeting minutes

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***Objective 2: Utilize district documents/benchmarks and the portal system to communicate and create quality, shared lesson plans.***

<b>FLA L</b>	<b>STRATEGIES/STRATEGIC PLAN CORRELATIONS</b>	<b>NEEDS ASSESSMENT</b>	<b>SPECIAL PROGRAMS/ POPULATIONS</b>	<b>WHO</b>	<b>TIME FRAME START/END</b>	<b>RESOURCES HUMAN/MATERIAL/ FISCAL</b>	<b>EVIDENCE OF MONITORING/ ATTAINMENT</b>
1	Utilize district yearly plans for each grade level in planning and instruction	SP 3:7	K-5 students	All teachers	August 2003-May 2004	District Yearly Plans Curriculum/Assessment Committee	Lesson plans Walkthroughs
2	Create lesson plans using the district format on the portal	SP 1:4	K-5 students	All teachers	October 2003-May 2004	Lesson plan template on the portal Curriculum/Assessment Committee	Lesson plans
3	Submit quality lesson plans to be posted for district-wide use on the portal	SP 1:4	K-5 students	All teachers	2003-2004 school year	Lesson plan template on the portal Curriculum/Assessment Committee	Lesson plans posted
4	Utilize critical questions in planning and instruction	TAKS data SP 3:7	K-5 students	All teachers	August 2003-May 2004	TEKS Curriculum/Assessment Committee	Lesson plans Walkthroughs
5	Create customized, accelerated learning plans for students identified as "at-risk"	TAKS and DRA data	All students SCE	All teachers	October 2003 –May 2004	Literacy teacher ESL teacher Curriculum/Assessment Committee	Lesson plans
6	Each teacher will have a webpage and update it weekly	SP 8:1	All students	All teachers	October 2003-May 2004	Portal system Lab manager	Updated web pages
7	Designated grade levels will utilize the portal in posting grades to more efficiently communicate student progress to parents	SP 1:6a	Students at designated grade levels	Teachers of students at designated grade levels	January 2004-May 2004	Portal system	Portal windows with grades posted

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***Objective 3: Communicate opportunities for students to participate in a rigorous secondary program.***

#	STRATEGIES/STRATEGIC PLAN CORRELATIONS	NEEDS ASSESSMENT	SPECIAL PROGRAMS/ POPULATIONS	WHO	TIME FRAME START/END	RESOURCES HUMAN/MATERIAL/ FISCAL	EVIDENCE OF MONITORING/ ATTAINMENT
1	Inform parents of all 5 <sup>th</sup> grade students of DAP criteria	SP 3:4	All fifth grade students	5 <sup>th</sup> grade teachers Counselor	April 2004- May 2004	DAP criteria	Agendas
2	Encourage students to enroll in more rigorous courses by informing students & parents of DAP status and Pre-AP/AP courses including the open enrollment policy	SP 3:3 SP 3:4	All fifth grade students	5 <sup>th</sup> grade teachers Counselor	April 2004- May 2004	DAP criteria	Agendas

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***Goal 1: Ensure that students have a challenging, customized learning experience.***

***Objective 4: Promote the reduction of affective barriers to learning by emphasizing character and service.***

#	STRATEGIES/STRATEGIC PLAN CORRELATIONS	NEEDS ASSESSMENT	SPECIAL PROGRAMS/ POPULATIONS	WHO	TIME FRAME START/END	RESOURCES HUMAN/MATERIAL/ FISCAL	EVIDENCE OF MONITORING/ ATTAINMENT
<b>1</b>	Provide educational opportunities that require students to work collaboratively	SP 5:2	K-5	All teachers	August 2003-May 2004	Curriculum/Assessment Committee	Lesson plans
<b>2</b>	Provide opportunities for students to support other students and work with other classes.	SP 5:2	K-5	All teachers	August 2003-May 2004	Curriculum/Assessment Committee	List of TAFE students and their buddies
<b>3</b>	Establish a conflict resolution and/or peer mediation program.	SP 5:2	K-5	All teachers	August 2003-May 2004	Curriculum/Assessment Committee	Program outline
<b>4</b>	Opportunities for classes to work with other classes through having buddy classes meet monthly	SP 5:2	K-5	All teachers	August 2003-May 2004	Curriculum/Assessment Committee	Lesson plans with buddy class activities
<b>5</b>	Highlight students and teachers that illustrate district character traits	SP 5:2	K-5	All teachers Administration	September 2003-May 2004	Curriculum/Assessment Committee	Citizenship award list from spirit assemblies
<b>6</b>	Utilize content area curriculum to emphasize district character traits	SP 5:2	K-5	All teachers	August 2003-May 2004	Curriculum/Assessment Committee	Lesson plans
<b>7</b>	Conduct a Student Based School-Wide Survey to elicit student ideas on how to improve school climate.	Search Institute data	K-5	Principal Counselor	November 2003	Survey	Survey results

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***Objective 4: Promote the reduction of affective barriers to learning by emphasizing character and service, and communication with parents.***

#	STRATEGIES/STRATEGIC PLAN CORRELATIONS	NEEDS ASSESSMENT	SPECIAL PROGRAMS/ POPULATIONS	WHO	TIME FRAME START/END	RESOURCES HUMAN/MATERIAL/ FISCAL	EVIDENCE OF MONITORING/ ATTAINMENT
<b>1</b>	Utilize parent contact cards to document parent communications	SP 8:1	All students	All teachers	August 2003-May 2004	Parent contact cards	Parent contact cards turned into principal
<b>2</b>	Utilize Friday folders	SP 3:12	All students	All teachers	August 2003-May 2004	Friday folders	Parent signatures on Friday folder reports
<b>3</b>	All students in grades K and 2 will participate in a service learning project	SP 7:5	Kindergarten and 2 <sup>nd</sup> grade students	Teachers	September 2003-May 2004	Service Learning Coordinator	Lesson plans with service completed

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***Goal 1: Ensure that students have a challenging, customized learning experience***

***Objective 5: Promote cultural diversity through exposure to the arts and a foreign language.***

#	STRATEGIES/STRATEGIC PLAN CORRELATIONS	NEEDS ASSESSMENT	SPECIAL PROGRAMS/ POPULATIONS	WHO	TIME FRAME START/END	RESOURCES HUMAN/MATERIAL/ FISCAL	EVIDENCE OF MONITORING/ ATTAINMENT
1	Promote Spanish in grades K-5 by having Spanish vocabulary labeled in classrooms for things such as desk, chalkboard, light, flag, etc.	SP 3:6	All K-5 students	Spanish teacher	October 2003-May 2004	Spanish teacher Curriculum/Assessment Committee	Classrooms with labels
2	Highlight themes (school, city, people, foods, animals) and songs on Friday Live twice a month	SP 3:6	All K-5 students	Spanish teacher	October 2003-May 2004	Spanish teacher Friday Live equipment Kathy Flatt	Friday Live Programs
3	Participate in the district fine arts week with designated activities for each grade level	SP 3:8	All K-5 students	Art teacher Music teacher	Spring 2004	District coordinator Curriculum/Assessment Committee	Program



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***Goal 2: We will integrate technology into every facet of the educational experience.***

***Objective 1: Increase staff's level of technology integration proficiency.***

#	STRATEGIES/STRATEGIC PLAN CORRELATIONS	NEEDS ASSESSMENT	SPECIAL PROGRAMS/ POPULATIONS	WHO	TIME FRAME START/END	RESOURCES HUMAN/MATERIAL/ FISCAL	EVIDENCE OF MONITORING/ ATTAINMENT
1	Communicate CISD's User Proficiency Standards to staff	SP 1:3a	All staff	Lab Manager	Dec. 2003	District User Proficiency Standards Technology committee	Faculty meeting agenda
2	Participate in user proficiency assessment to determine individual growth need of each teacher/administrator	SP 1:3a	All staff	Tabitha Branum; James Ashby	Jan. 2004	Proficiency assessment Technology committee	Assessments completed
3	Participate in STaR assessment to determine teachers and administrators STaR level	SP 1:3a	All staff	James Ashby; Tabitha Branum	November 2003-Dec. 2003	STaR assessment Technology committee	Participation data
4	Implement district technology scope and sequence at each grade level	SP 3:7	K-5 students	All teachers	August 2003-May 2004	State TEKS District alignment document	Lesson plans Walkthroughs
5	Monitor staff use of technology with students and in instruction	SP 1:3a	All staff	Principal Asst. Principal	September 2003-May 2004	State TEKS Technology committee	Lesson plans Walkthroughs
6	Utilize wireless mobile lab in classrooms	SP 3:7 SP 1:3a	K-5 students	All teachers	November 2003-May 2004	Wireless labs Technology committee	Lesson plans Walkthroughs
7	Utilize Smart Board for technology integration in instruction	SP 3:7 SP 1:3a	K-5 students	All teachers	October 2003-May 2004	Smart Board	Lesson plans Walkthroughs

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***Goal 3: Develop a diverse, high quality, innovative, and visionary staff.***

***Objective 1: Strengthen staff instructional practices.***

#	STRATEGIES/STRATEGIC PLAN CORRELATIONS	NEEDS ASSESSMENT	SPECIAL PROGRAMS/ POPULATIONS	WHO	TIME FRAME START/END	RESOURCES HUMAN/MATERIAL/ FISCAL	EVIDENCE OF MONITORING/ ATTAINMENT
1	Complete staff self-reflection to determine and prioritize staff development needs	SP 3:11	All staff	Administration	October 2003	Staff Development Committee CISD Staff profile, Self-Report	Agenda Reflections
2	Provide staff development on the district curriculum alignment document	SP 3:11	All staff	Asst. Superintendent for Curr./Inst. Central office directors and coordinators	August 2003	Staff Development Committee	District sign-in sheets Agendas Handouts
3	Conduct "instructional moments" during faculty meetings to share workshop strategies/updates	SP 3:7 SP 3:11	Sign in sheets	Administration	2003-2004 school year	Budget monies for staff to attend workshops/training seminars; Staff Development Committee	Faculty meeting agendas
4	Meet with new teachers monthly to support them in instruction and in management	SP 4:5	New teachers	Administration	September 2003-May 2004	Campus instruction and staff development budget	Administrator notes
5	Designate a staff member to serve as a training liaison with district service initiatives	SP 7:3	All staff	Administration	September 2003-May 2004	District Service Learning Coordinator	Faculty meeting agendas; Team meeting agendas

***Goal 3: Develop a diverse, high quality, innovative, and visionary staff.***

***Objective 2: Increase staff's ability to meet student needs by making authentic testing referrals and implementing effective interventions.***

#	STRATEGIES/STRATEGIC PLAN CORRELATIONS	NEEDS ASSESSMENT	SPECIAL PROGRAMS/ POPULATIONS	WHO	TIME FRAME START/END	RESOURCES HUMAN/MATERIAL/ FISCAL	EVIDENCE OF MONITORING/ ATTAINMENT
1	Review preventative interventions and pre-referral process for struggling learners	Did not qualify data from 02-03 referrals	At-risk, low performing students	Penny Woods Counselor	August 2003-May 2004	PEIMS data; Diagnostician; Staff Dev. Committee	Faculty meeting agenda
2	Provide updated training/information for staff, targeting sp. Ed. Regulations and processes	Did not qualify data from 02-03 referrals	At-risk, low performing students	Penny Woods Counselor	November 2003	Diagnostician Staff Dev. Committee	Faculty meeting agenda
3	Plan/provide staff development to target effective instructional strategies/interventions and positive behavioral supports for general educators serving at-risk & low performing students	Did not qualify data from 02-03 referrals	At-risk, low performing students	Special Ed. Teachers; Penny Woods	October 2003-May 2004	Staff Dev. Committee	Faculty meeting agendas, articles
4	Staff will participate in training for recommending students for assessment and supporting students identified with dyslexia	CAP Analysis, Did not qualify data from 02-03 referrals	Students with dyslexia	K-5 <sup>th</sup> teachers	Sept. 2003-May 2004	MTA teacher Staff Dev. Committee	Sign in sheets Agendas
5	Staff will participate in training on identification and characteristics of GT students	PAS	GT students	K-5 <sup>th</sup> teachers	Sept. 2003-May 2004	GT teacher; GT Coordinator; Staff Dev. Committee	Sign in sheets Agendas

***Goal 3: Develop a diverse, high quality, innovative, and visionary staff.***

***Objective 3: Broaden knowledge of characteristics and behaviors that support solid character and good citizenship.***

#	STRATEGIES/STRATEGIC PLAN CORRELATIONS	NEEDS ASSESSMENT	SPECIAL PROGRAMS/ POPULATIONS	WHO	TIME FRAME START/END	RESOURCES HUMAN/MATERIAL/ FISCAL	EVIDENCE OF MONITORING/ ATTAINMENT
1	Provide awareness training to staff on the 40 Assets to support the Coppell Graduate Profile	SP 5:3 SP 8:3	All teachers	Assistant Principal	Spring 2004	Staff Dev. Committee	Faculty meeting agenda
2	Provide all staff with CISD character Traits and definitions so that they can emphasize/reinforce them in their classrooms.	SP 5:2	All students	Administration	October 2003	Staff Dev. Committee	Documentation of distribution
3	Disseminate and review CISD Crisis Management Plan	Maintain a safe and orderly school	All staff	Campus administration	Aug.2003-Sept. 2003	Crisis Management Plan	Agenda
4	Provide character traits to education partners to display in their place of business	SP 5:1	K-5 <sup>th</sup> grade students; CISD community	Assistant Principal	October – November 2003	Official CISD character traits Staff development committee	Documentation of distribution
5	Train staff in regards to using the fire extinguisher appropriately to support appropriate student behavior should a fire drill become a necessity	Insurance costs	All staff	Coppell Fire Department	November 2003-May 2004	Fire chief	Sign in sheet Minutes of meeting

***Goal 3: Develop a diverse, high quality, innovative, and visionary staff.***

***Objective 4: Train staff in utilization of current technology to promote teacher technology proficiencies and appropriate instructional integrations.***

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1	Provide staff development on technology integration in curriculum and instruction	October 2003-May 2004	All staff	Tabitha Branum Teachers	October 2003-May 2004	Technology curriculum coordinator	Faculty meeting agendas Meeting notes
2	Participate in training in using wireless labs and the Smart Board with students in instruction	SP 1:3b	All teachers	Tabitha Branum	November 2003-May 2004	Tabitha Branum Kayla Simons Staff development committee	Weekly communication of scheduled events; grade level notes
3	Participate in self-paced district user proficiency educational program	SP 1:3a	All staff	Kayla Simons; Tabitha Branum	February 04-May 04	Self-paced district user proficiency educational program; Staff development committee	Individual program participation
4	Participate in STaR self-paced district training to obtain Level I and Level II progress	SP 1:3a	All staff	Kayla Simons; Tabitha Branum	February 2004-May 2004	STaR self-paced district training Staff development committee	Registration in training