

Action Plan

COLLEGIATE
HIGH SCHOOL
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

CIP Representative

Date

Principal

Date

Central Office Liaison

Date

Chief Academic Officer

Date

**Collegiate High School
Action Plan
2010-2011**

Goal 1:	Remain a TEA exemplary campus for the 2010-2011 school year on our journey to becoming world class by 2012.
Performance Goal: World Class Priorities	

Strategy/Action	Person Responsible	Assessment	Resources Needed	Timeline	Status
Real Life Experiences Community leaders and business professionals will participate in the Campus Career Fair.	Principal Counselor Community Liaison Dean of	Registration Forms Program Evaluation	199	October 2010	

	Instruction				
Staff 100% of all teachers will be highly qualified.	Principal	HR Staffing Report	199	August - May	
Innovative Instruction All teachers will assign at least one student project that incorporates the use of instructional technology in order to assess student mastery of the TEKS.	All Teachers	Lesson Plans Assignment Rubrics Student Work Products	199	August - May	
Real Life Experiences Community leaders and business professionals will participate in Career Roundtable Discussions with students.	Principal Counselor Community Liaison Dean of Instruction	Registration Forms Program Evaluation	199	February 2011	

Goal 2:	Implement a rigorous instructional delivery system that is data driven and fosters student engagement.
Performance Goal: To improve the academic achievement of every student -Math	

Strategy/Action	Person Responsible	Assessment	Resources Needed	Timeline	Status
<p>Math Implement instructional strategies to increase African American student achievement:</p> <ul style="list-style-type: none"> • After school tutorials • Saturday School tutorials • Small group instructions • Intervention groups 	Principal Dean of Instruction Teachers	Formative Assessments Diagnostic Assessments	266	August - May	
Utilize diagnostic assessments to create individual, class and campus profiles in order to re-teach and provide supplemental instruction.	Principal Dean of Instruction Teachers	Diagnostic Assessments Student profiles	266	August - May	
Teachers with less than 75% of students meeting standard on the formative assessments will develop an acceleration plan with the principal and/or the department chair or district instructional coordinator to identify and address gaps in instruction.	Principal Dean of Instruction Department chairs Teachers	Formative Assessments Acceleration plans	199	August - May	
<p>Teachers will begin training on the implementation of the state End of Course Exams.</p> <p>Classroom teachers will develop</p>	Math Teachers	Training certificates End of Course Exam	199	August- May	

units of study to increase student mastery on targeted objects based upon field tested items: Geometry – congruence and geometry of size Algebra I – linear functions		Student Work Products Lesson Plans			
Implement the use of daily problem solving using the UPS check strategy	Math Teachers	Lesson Plans Student Work Samples	199	August-May	
Professional Development: Teachers will attend Region 10 Fostering Algebraic Thinking and Fostering Geometric Thinking Workshops throughout the school year	Math Teachers	Training certificates Student Work Products	199	October - May	
Department Book Study: Building Academic Vocabulary	Math Teachers	Department Meeting agendas and minutes	266	September - November	
Teachers will teach vocabulary development skills using a variety of strategies including: concept walls , graphic organizers, pre-teaching vocabulary and vocabulary notebooks	Math Teachers	Lesson Plans Observations Student Work Products	199	August - May	

Goal 2:	Implement a rigorous instructional delivery system that is data driven and fosters student engagement.
Performance Goal: To improve the academic achievement of every student- ELA	

Strategy/Action	Person Responsible	Assessment	Resources Needed	Timeline	Status
ELA Implement targeted intervention to increase student achievement: <ul style="list-style-type: none"> • After school tutorials • Saturday School tutorials • Small group instructions • Intervention groups 	Principal Dean of Instruction Teachers	Formative Assessments Diagnostic Assessments	266	August-May	
Teachers will utilize a variety of strategies to improve comprehension including the following: pair-share, marking the text, coding the text, close reading, reader's theater, journal, graphic organizers, dialectical journals, key word strategy, read aloud and summarizing	ELA Teachers	Formative Assessments Diagnostic Assessments Student work products	199	August - May	

Utilize diagnostic assessments to create individual, class and campus profiles in order to re-teach and provide supplemental instruction.	Principal Dean of Instruction Teachers	Formative Assessments Diagnostic Assessments	266	August - May	
Teachers with less than 75% of students meeting standard on the formative assessments will develop an acceleration plan with the principal and/or the department chair or district instructional coordinator to identify and address gaps in instruction.	Principal Dean of Instruction Teachers	Formative Assessments Diagnostic Assessments Acceleration plans	199	August - May	
Department Book Study: Compare and Contrast: Teaching Comparative Thinking to Strengthen Student Learning	ELA Teachers	Department Meeting agendas and minutes	266	September - November	
Teachers will teach vocabulary development skills using a variety of strategies including: concept walls , graphic organizers, pre-teaching vocabulary and vocabulary notebooks	ELA Teachers	Lesson Plans Observations Student Work Products	199	August - May	

Goal 2:	Implement a rigorous instructional delivery system that is data driven and fosters student engagement.
Performance Goal: To improve the academic achievement of every student -Science	

Strategy/Action	Person Responsible	Assessment	Resources Needed	Timeline	Status
<p>Science Implement targeted intervention to increase student achievement:</p> <ul style="list-style-type: none"> • After school tutorials • Saturday School tutorials • Small group instructions • Intervention groups 	Principal Dean of Instruction Teachers	Formative Assessments Diagnostic Assessments	199	August - May	
Utilize diagnostic assessments to create individual, class and campus profiles in order to re-teach and provide supplemental instruction.	Principal Dean of Instruction Teachers	Formative Assessments Diagnostic Assessments	199	August - May	
Teachers with less than 75% of students meeting standard on the formative assessments will develop an acceleration plan with the principal and/or the department chair or district instructional coordinator to identify and address gaps in instruction.	Principal Dean of Instruction Teachers	Formative Assessments Diagnostic Assessments Acceleration plans	199	August - May	
Department Book Study: Building Academic Vocabulary	Science Teachers	Department Meeting agendas and minutes	266	September - November	

<p>Teachers will begin training on the implementation of the state End of Course Exams.</p> <p>Classroom teachers will develop units of study to increase student mastery on targeted objects based upon field tested items: Biology- Genetics and Evolution Processes and Energy Transfers</p>	<p>Science Teachers</p>	<p>Training certificates</p> <p>End of Course Exam Student Work Products Lesson Plans</p>	<p>199</p>	<p>August - May</p>	
<p>Teachers will teach vocabulary development skills using a variety of strategies including: concept walls , graphic organizers, pre-teaching vocabulary and vocabulary notebooks</p>	<p>Science Teachers</p>	<p>Lesson Plans Observations Student Work Products</p>	<p>199</p>	<p>August - May</p>	

Goal 2:	Implement a rigorous instructional delivery system that is data driven and fosters student engagement.
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Performance Goal: To improve the academic achievement of every student –Social Studies

Strategy/Action	Person Responsible	Assessment	Resources Needed	Timeline	Status
Social Studies Implement targeted intervention to increase student achievement: <ul style="list-style-type: none"> • After school tutorials • Saturday School tutorials • Small group instructions • Intervention groups 	Principal Dean of Instruction Teachers	Formative Assessments Diagnostic Assessments	199	August - May	
Utilize diagnostic assessments to create individual, class and campus profiles in order to re-teach and provide supplemental instruction.	Principal Dean of Instruction Teachers	Formative Assessments Diagnostic Assessments	199	August-May	
Teachers with less than 75% of students meeting standard on the formative assessments will develop an acceleration plan with the principal and/or the department chair or district instructional coordinator to identify and address gaps in instruction.	Principal Dean of Instruction Teachers	Formative Assessments Diagnostic Assessments Acceleration plans	199	August-May	
Department Book Study: Compare and Contrast: Teaching Comparative Thinking to Strengthen	Social Studies Teachers	Department Meeting agendas and minutes	266	September - November	

Student Learning					
<p>Teachers will begin training on the implementation of the state End of Course Exams.</p> <p>Classroom teachers will develop units of study to increase student mastery on targeted objects based upon field tested items: World Geography- Geography Economic and Technology Government and Citizenship</p>	Social Studies Teachers	<p>Training certificates</p> <p>End of Course Exam Student Work Products Lesson Plans</p>	199	August - May	
Teachers will teach vocabulary development skills using a variety of strategies including: concept walls , graphic organizers, pre-teaching vocabulary and vocabulary notebooks	Social Studies Teachers	<p>Lesson Plans</p> <p>Observations</p> <p>Student Work Products</p>	199	August - May	

Goal 2:	Design and implement a rigorous instructional delivery system that is data-driven and fosters student engagement
Performance Goal: To implement core subject curriculum CSCOPE	

Strategy/Action	Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
Math Teachers will develop daily lesson plans using the C-SCOPE curriculum and Texas College Readiness Standards	Principal Dean of Instruction Teachers	Lesson Plans Observations Student Work Products Formative Assessments	199	August - May	
Teachers will utilize the 5-E Model to deliver instruction	Principal Dean of Instruction Teachers	Lesson Plans Observations Student Work Products	199 266	August - May	

		Formative Assessments			
Teachers will administer C-SCOPE common assessment in order to monitor student progress	Principal Dean of Instruction Teachers	Lesson Plans Observations Student Work Products Formative Assessments	199	August - May	
Teachers will utilize manipulatives and instructional technology to increase student mastery of concepts.	Principal Dean of Instruction Teachers	Lesson Plans Observations Student Work Products Formative Assessments	199 266 258	August - May	
Weekly lesson plans and student work samples will be reviewed during weekly PLC meetings to ensure curriculum alignment, measure academic rigor and student mastery of objectives	Principal Dean of Instruction Teachers	Lesson plans Student work products Meeting agenda and minutes	199 258 266	August - May	
Science Teachers will develop daily lesson plans using the C-SCOPE curriculum and Texas College Readiness Standards	Principal Dean of Instruction Teachers	Lesson Plans Observations Student Work Products Formative Assessments	199	August - May	
Teachers will utilize the 5-E Model to deliver instruction	Principal Dean of Instruction Teachers	Lesson Plans Observations Student Work Products Formative Assessments	199	August - May	
Teachers will administer C-SCOPE common assessment in order to	Principal Dean of Instruction	Lesson Plans Observations	199 266	August - May	

monitor student progress	Teachers	Student Work Products Formative Assessments			
Teachers will utilize labs, hands-on activities and instructional technology to increase student mastery of content.	Principal Dean of Instruction Teachers	Lesson Plans Observations Student Work Products Formative Assessments	199 266 258	August - May	
Weekly lesson plans and student work samples will be reviewed during weekly PLC meetings to ensure curriculum alignment, measure academic rigor and student mastery of objectives	Principal Dean of Instruction Teachers	Lesson plans Student work products Meeting agenda and minutes	199 258 266	August - May	
ELA Teachers will develop daily lesson plans using the C-SCOPE curriculum and Texas College Readiness Standards	Principal Dean of Instruction Teachers	Lesson Plans Observations Student Work Products Formative Assessments	199	August - May	
Teachers will administer C-SCOPE common assessment in order to monitor student progress	Principal Dean of Instruction Teachers	Lesson Plans Observations Student Work Products Formative Assessments	199	August - May	
Teachers will utilize instructional technology to increase student mastery of concepts.	Principal Dean of Instruction Teachers	Lesson Plans Observations Student Work Products Formative Assessments	199 266 258	August - May	
Weekly lesson plans and student work samples will be reviewed	Principal Dean of Instruction	Lesson plans Student work products	199 258	August - May	

during weekly PLC meetings to ensure curriculum alignment, measure academic rigor and student mastery of objectives	Teachers	Meeting agenda and minutes	266		
Social Studies Teachers will develop daily lesson plans using the C-SCOPE curriculum and Texas College Readiness Standards	Principal Dean of Instruction Teachers	Lesson Plans Observations Student Work Products Formative Assessments	199	August - May	
Teachers will administer C-SCOPE common assessment in order to monitor student progress	Principal Dean of Instruction Teachers	Lesson Plans Observations Student Work Products Formative Assessments	199	August - May	
Teachers will utilize instructional technology to increase student mastery of concepts.	Principal Dean of Instruction Teachers	Lesson Plans Observations Student Work Products Formative Assessments	199 266 258	August - May	
Weekly lesson plans and student work samples will be reviewed during weekly PLC meetings to ensure curriculum alignment, measure academic rigor and student mastery of objectives	Principal Dean of Instruction Teachers	Lesson plans Student work products Meeting agenda and minutes	199 258 266	August - May	

Goal 2:	Design and implement a rigorous instructional delivery system that is data-driven and fosters student engagement
Performance Goal: To prepare students to be College and Career Ready	

Strategy/Action	Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
EXPLORE/PLAN All 10 th grade students will take the PLAN test	Principal Counselor	Assessment Results	199	September	
Teachers will attend AP Summer Institutes in order to obtain instructional strategies and ideas to increase student performance on College Placement Exams	Teachers	Training Certificates Lesson Plans	199	June-July	
PSAT	Principal	Assessment Results	258	October	

The number of students taking the PSAT will increase from 38 to 95	Counselor				
Teachers will attend AP Summer Institutes in order to obtain instructional strategies and ideas to increase student performance on College Placement Exams	Teachers	Training Certificates Lesson Plans	199	June-July	
SAT/ACT 11 th grade students will enroll in Methods of Academic and Personal Success class – course content will include SAT/ACT preparation	Principal Teacher Dean of Instruction	Lesson Plans Observations Student work products	199	August-May	
SAT Preparation classes will be offered afterschool and on Saturday in conjunction with Revolution Prep	Principal Counselor MAPS Teacher	Registration Forms Course attendance reports	266	October - December	
TAKS – Commended Performance Utilization of the ECHS Common Instructional Framework: Collaborative Group Work Questioning Scaffolding Writing to Learn Literacy Groups Classroom Talk	Principal Teachers Dean of Instruction	Lesson Plans Observations Student work products	258 266 199	August-May	
Students that scored below 2250 on prior year TAKS assessments will	Principal Teachers	Lesson Plans Observations	258 266	August-May	

receive targeted supplemental instruction.	Dean of Instruction	Student work products	199		
PGP Counselor will complete Personal Graduation Plans for all at-risk students	Principal Counselor	Personal Graduation Plans	199	August-May	
Counselor will create 4 year plans for all students	Principal Counselor	Four Year Plans	199	August-May	
Individual and/or group counseling will be provided for all students placed on probation	Principal Counselor	Counseling logs Observations Student Surveys	199 266	August - May	
DUAL Credit All students enroll in college level classes beginning in 9 th grade with the opportunity to earn up to 60 college credit hours	Principal Counselor Dean of Instruction	Dual Credit Enrollment College Transcripts	266 258 199	August - May	
Students that have obtained 12 college credit hours with a Cedar Valley College GPA of 3.5 or higher will be recommended for induction into Phi Theta Kappa – 2 year college International Honor Society	Principal Counselor Dean of Instruction	Dual Credit Enrollment College Transcripts	266 258 199	August - May	
Students will utilize the Cedar Valley tutoring center for assistance with dual credit coursework	Principal Counselor Dean of Instruction	Dual Credit Enrollment College Transcripts	266 258 199	August - May	

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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 induce a positive school climate; To implement and provide 21 st century technology skills; To provide effective campus- level Staff Development	

Strategy/Action	Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
School Climate Boystown Strategies will be implemented as a component of our school-wide discipline management system	All Staff	Number of Discipline Referrals School Climate and Safety Surveys	199	August - May	
Peer Mediation program will be implemented to equip students with the skills to resolve conflicts peacefully	Counselor	Number of Discipline Referrals School Climate and Safety Surveys	199	August- May	
Provide character education to all students through the CHC Advisory Program	Counselor Teachers	Number of Discipline Referrals School Climate and Safety	199	August - May	

		Surveys			
Campus –Level Staff Development Provide 7 Habits of Highly Effective Teens training as a component of the campus guidance and counseling program	Counselor	Number of Discipline Referrals School Climate and Safety Surveys	199	August-May	
Extracurricular and enrichment activities including Student Government Association, student organizations and clubs	All Staff	Membership rosters Number of Discipline Referrals School Climate and Safety Surveys	266 199	August - May	
Technology Teachers will participate in the Region 10 Technology Institute and provide campus based professional development	Selected Teachers	Training certificates Campus Professional Development agendas and sign in sheets Classroom observations	199 266	August - May	
Principal and teachers will attend Designing Boundless Futures for 21 st Century Learners Conference and provide campus based professional development	Principal Selected Teachers	Training certificates Campus Professional Development agendas and sign in sheets Classroom observations	199 258	August - May	
Book Study Web Literacy for Educators	Selected Teachers	Meeting agendas and minutes Student work products Observations	199 266 258	August - May	
Book Study Empowering Students with Technology	Selected Teachers	Meeting agendas and minutes	199 266	August - May	

		Student work products Observations	258		
All staff members will complete CHISD Professional Development requirements between June 7, 2010 and April 1, 2011	All staff	Training certificates Classroom observations	199 266 258	August - May	
New ECHS teachers will attend the ECHS Summer Institute	New ECHS Teachers	Training certificates Classroom observations	199 429	July	
Internal and External ECHS Coaches will provide assistance and support in regard to implementing the ECHS Common Instructional Framework	Teachers Principal ECHS Coaches	Observations Coaching documents	199 429	August - May	
Students will utilize instructional technology in order to demonstrate mastery of lesson objectives such as creating podcast, designing tutorials, creating wikis and blogs	Principal Teachers Dean of Instruction	Classroom observations Student work products Lesson plans	199 266 258	August - May	
Teachers will utilize instructional technology in order to provide rigorous and relevant lessons and activities including – maintaining webpage as an instructional aide, SMART board utilization, creating podcast, blogs, wikis and using various forms of multimedia.	Principal Teachers Dean of Instruction	Classroom observations Student work products Lesson plans	199 266 258	August - May	
8 th Grade Transition Program for	Principal	Transition Program	199	June	

incoming students held in June in order to communicate academic and behavioral expectations for students enrolled at Cedar Hill Collegiate High School	Teachers	Attendance Report Lesson plans	266		
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Goal 3:	Recruit, Develop and Retain Highly Qualified Employees
Performance Goal: 100% Highly qualified staff	

Strategy/Action	Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
Recruitment Attend district and local job fairs	Principal	Staffing report	199	June - June	
Post vacant teaching positions on district website	Principal	Staffing report	199	June - June	

Goal 3:	Recruit, Develop and Retain Highly Qualified Employees
Performance Goal: To retain 90% of all staff	

Strategy/Action	Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
Retention On-going professional development provided through: Campus book and article studies Weekly Professional Learning Community Meetings	Principal Department chairs ECHS Coaches Dean of Instruction	Meeting agendas and minutes Coaching logs Rounds feedback forms Classroom walkthroughs	199 429 258 266	August - May	

Instructional Rounds ECHS Internal and External Coaches					
Campus based professional learning communities: Weekly collaborative planning ECHS Common Instructional Framework Instructional Rounds Instructional Technology	Principal Dean of Instruction Teaches	Meeting agendas and minutes	199 429 258 266	August - May	
Campus Sunshine Committee will coordinate faculty and staff celebrations	All staff	Event invitations and flyers	199	August - May	

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

Strategy/Action	Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
Develop Provide support and development for	Principal TXBESS Mentors	TXBESS Program Documentation	199	August - May	

new teachers by assigning mentor teachers, and hosting new teacher support team meetings	Dean of Instruction	New Teacher Support Team Meeting agendas and minutes			
Provide support and development for new teachers by utilizing district Instructional Coaches as needed	Principal TXBESS Mentors Dean of Instruction	Classroom visitation logs	199	August - May	
Providing in-class support through utilization of Internal and External ECHS Coaches	Principal Dean of Instruction ECHS Coaches	Classroom visitation logs	199 429	August - May	

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

Strategy/Action	Person(s)	Assessment	Resources	Timeline	Status
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	Responsible		Needed		
90% of campus budget spent by year end date	Principal	Campus budget report	199 266 258 429	July - February	
Purchasing goods and services timely to impact current fiscal year according to district purchasing guidelines	Principal	Campus budget report	199 266 258 429	July - February	

Goal 5	Align the budget process to achieve district goals
Performance Goal: To Align the budget process to achieve district goals	

Strategy/Action	Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
Department chairs and SBDM provide input in the campus budget development	Principal	Meeting agendas and minutes	199 266 258 429	August - May	
Campus budget aligned to students' needs for academic success	Principal	Detailed campus budget report	199 266 258 429	August - May	

Goal 6:	Safety and Student Management
Performance Goal: To Decrease the number of discipline referrals by 10%	

Strategy/Action	Person(s) Responsible	Assessment	Resources Needed	Timeline	Status
Discipline Implement Boystown Well Managed Classroom	All Staff	Number of discipline referrals	199	August - May	
Weekly Advisory lessons and activities designed to communicate expectations for achievement and behavior along with providing systems and tools to help students successfully meet campus goals and objectives	Teachers	Number of discipline referrals	199 266 258	August - May	
Individual and group counseling will include but not limited to: anger management, time management and peer relationships	Counselor	Number of discipline referrals Counseling logs	199 266	August - May	
Implement classroom guidance lesson in accordance with district guidelines	Counselor	Number of discipline referrals Counseling logs	199 266	August - May	
Implement use of 7 Habits of Highly	Counselor	Number of discipline	199	August - May	

Effective Teens		referrals Student climate surveys	266		
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