# Manor Independent School District Blake Manor Elementary 2014-2015 Campus Improvement Plan

**Accountability Rating: Met Standard** 

**Distinction Designations:** 

Top 25% Student Progress

## **Mission Statement**

The mission of the Manor Independent School District is to provide a positive and academically challenging environment with high standards and measurable goals. Manor ISD, in partnership with parents and our community, is committed to closing the achievement gap by implementing exceptional curriculum with excellent instruction.

## Vision

Manor ISD strives for excellence through strong partnerships and a culture of continuous improvement resulting in innovative, proficient, empowered, forward-looking students.

#### **Core Beliefs**

Our staff is dedicated to the belief that each child will be provided opportunities to reach their full academic and social potential. In support of that belief, our staff is committed to doing the following:

- having high expectations for all of our learners
- providing a safe, caring and positive class atmosphere for all students
- implementing a rigorous core curriculum
- communicating with you regularly regarding your child's progress

As a community focused on learning, we seek to develop the whole child and we believe children's emotional, social, academic and physical needs are equally great. We strive to create a culture where children are proud to be learners and understand the importance of review and reflection in the process of continual growth.

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# **Comprehensive Needs Assessment**

# **Comprehensive Needs Assessment Data Documentation**

The following data were used to verify the comprehensive needs assessment anal	lysis:	
		G #227 007 105

### Goals

# Goal 1: Create instructional improvement systems for the district in all areas to support academic achievement for all students.

**Performance Objective 1:** Decrease Tier II and III math students by 10% from 49% to 39%

**Summative Evaluation:** Data from TEMI and AR Math

		Staff		Formative Reviews					
Strategy Description	TITLE I	Responsible for Monitoring	Evidence that Demonstrates Success	Nov	Jan	Mar	June		
System Safeguard Strategies  Critical Success Factors  CSF 1 CSF 2  1) Use TEMI as the universal screener to identify students working below grade level.	1, 3, 8	Instructional Coach Classroom Teachers	Data from TEMI math. Tracking forms from teachers						
System Safeguard Strategies  Critical Success Factors  CSF 2 CSF 4 CSF 7	1, 2, 3, 8	Classroom Teachers Instructional Coach Administration	Increased scores on TEMI assessment and STAAR state assessment.						
2) Data meetings 3 times a year with teams to review TEMI data and plan for interventions. Power Hour Interventions to give additional support for struggling students.	Funding Sources: Title I, Part A - \$2520.00								
System Safeguard Strategies Critical Success Factors	1, 3, 8, 9	Classroom Teacher, Administration	Increased scores on universal screeners for Tier I, II and III students						
CSF 1 CSF 2  3) Provide resources such as Accelerated math conceptual learning in math	Funding So	ources: Title I, Part A							
System Safeguard Strategies Critical Success Factors CSF 2 4) Monthly meetings to monitor and review data for RtI and weekly assessments	1, 2, 3, 8	Classroom teacher Instructional Coach Literacy Coach Administration	Increase in scores in math, reading, social studies and science.						

System Safeguard Strategies Critical Success Factors CSF 1 CSF 2	1, 2, 3, 8,	classroom teachers Administration iLeap/LEAP coordinator	Tracking sheets increased scores STAAR					
5) Implement an after school tutoring program to give individualized attention to students struggling with TEKS objectives.	Funding So	Funding Sources: Title I, Part A - \$13000.00						
Critical Success Factors CSF 4	2, 3, 8, 9	Classroom teachers Administration	High weekly tests and grades. Tracking sheets					
6) Use Power Hour time to provide additional instruction and tutorials								
7) Provide 16 class room printers.		Administration Classroom teacher	Better access to technology					
	Funding So	ources: Title I, Part A -	\$3828.24					
Critical Success Factors CSF 1	1, 2, 8, 9	Teachers Administration	Increase in the number of Tier 1 students.					
8) Secure additional highly qualified staff to support math instruction three days a week for grades 3 to 5 from October through March. Additional staff will assist small group instruction and interventions decreasing the teacher to student ratios and increasing the frequency of small group instruction.	Funding So	Funding Sources: Title I, Part A - \$14000.00						
Critical Success Factors CSF 3	2	Administration	Attending state conference in June					
9) Send staff to TEKS Resource System State Conference	Funding So	Funding Sources: Title I, Part A - \$1000.00						
= Accomplished = Considerable = Some Progress = No Progress = Discontinue								

Goal 1: Create instructional improvement systems for the district in all areas to support academic achievement for all students.

**Performance Objective 2:** Increase all 4th grade STAAR writing by 10% from 55% to 65%.

Summative Evaluation: Data meetings to review scores and progress.

		Staff		For	mati	ve Rev	iews				
Strategy Description	TITLE I	Responsible for Monitoring	Evidence that Demonstrates Success	Nov	Jan	Mar	June				
Critical Success Factors	2, 3	Teacher Instructional Coach Literacy Coach	Decreased Tier II and III students								
Critical Success Factors CSF 1 CSF 2	3, 8, 9	Teachers Jose Valenzuela	proper identification of SPED students and interventions to support.								
2) Monthly data meetings to review data for RtI			Sign in sheets								
3) Badger Dog program to help the students with writing concepts.		4th grade teachers ources: Title I, Part A -	STAAR writing scores increased to 65%.								
4) School wide writing contests	T unumg Sv	Teachers Administration	50% student participation.								
Critical Success Factors CSF 1 CSF 7	1, 2, 3, 4,	Administration Teachers	Sign in sheets Increase in STAAR ELA and writing scores.								
5) Participation in Heart of Texas Writing program to increase and present professional development to staff.											
= Accomplished	= Accomplished = Considerable = Some Progress = No Progress = Discontinue										

Goal 1: Create instructional improvement systems for the district in all areas to support academic achievement for all students.

**Performance Objective 3:** Increase all student level II performance in reading by 5% from 67 to 72.

Summative Evaluation: Data from istation, Rigby and STAAR.

		Staff		For	mati	ve Rev	iews
Strategy Description	TITLE I	Responsible for Monitoring	<b>Evidence that Demonstrates Success</b>	Nov	Jan	Mar	June
Critical Success Factors  CSF 1 CSF 2  1) Monthly meetings to monitor and review data for RtI and weekly assessment.	2, 9	Teachers Instructional Coach Literacy Coach Administration	Decrease Tier II				
Critical Success Factors CSF 1 CSF 2  2) Use Power Hour time to provide additional instruction and tutorials.	2, 3	Teachers Administrations	High weekly tests and grades. Tracking sheets for RtI				
Critical Success Factors CSF 1 CSF 2	5, 8, 9	teachers administration	Inrease in the number of Tier 1 students.				
3) Secure additional highly qualified staff to support reading instruction three days a week for grades 3 to 5 from October through May Additional staff will assist small group instruction and interventions decreasing the teacher to student instruction and interventions decreasing the teacher student ratios and increasing the frequency of small group instruction.	Funding So	ources: State Compensa	tory Education - \$15000.00				
Critical Success Factors	2, 6	Librarian Teachers Instructional Coach Literacy Coach Administration	100% of the eligible student population participate in online AR testing.				
Critical Success Factors	4	Administration Instructional Coach Literacy Coach Team Lead	Sign in sheets Surveys Agendas				
Critical Success Factors CSF 1 CSF 2	3	Grade level teachers	70% on STAAR test Decrease in Tier III students K - 2				
6) STAAR/Intervention reading supplemental materials	Funding So	ources: Local Funds - \$3	5000.00				

System Safeguard Strategies Critical Success Factors	3, 4		Increase in STAAR Science. Review of completion data					
CSF 1 CSF 4 7) AH Science	Funding Sources: Title I, Part A - \$2000.00							
System Safeguard Strategies		Teachers	Increase in Tier I students					
Critical Success Factors CSF 1 CSF 2  8) Reading A - Z	Funding Sources: Title I, Part A - \$6000.00							
= Accomplished = Considerable = Some Progress = No Progress = Discontinue								

Goal 1: Create instructional improvement systems for the district in all areas to support academic achievement for all students.

**Performance Objective 4:** 100% of the Literacy Based Team will complete the required documents for the 2013-2014 TLI Grant.

Summative Evaluation: Sign in sheets and TLI login

		Staff		Formative Reviews						
Strategy Description	TITLE I	Responsible for Monitoring		Nov	Jan	Mar	June			
1) Weekly completion of assignment following the TLI model and website	2, 3	Administration Instructional Coach English Reading Interventionist Spanish Reading Interventionist	Completion of TLI requirement							
2) Provide a dyslexia teacher and two Reading Interventionist to provide intense Reading instruction for tier III students not meeting academic progress.		Administration Reading Interventionist	Decrease in Tier III students							
= Accomplished = Considerable = Some Progress = No Progress = Discontinue										

**Performance Objective 1:** Have 20% students in grades 1-5 participate in extra-curricular programs.

Summative Evaluation: Sign In sheets for extra curricular activities.

flyers

Starten Density		Staff Responsible for Monitoring	r Evidence that Demonstrates Success	Formative Review					
Strategy Description	TITLE I			Nov	Jan	Mar	June		
Critical Success Factors CSF 6		Club Sponsors	Student lists/Sign In						
Increase overall student participation in extra-curricular programs     *Campus Recycling Team									
Critical Success Factors CSF 4 CSF 6		Classroom teachers	Field Trips						
2) Provide students educational experiences outside the regular classroom through standards based, educational field trip for each grade level in the 2013 - 2014 school year.	Funding Sources: Local Funds - \$5000.00								
= Accomplished = Considerable = Some Progress = No Progress = Discontinue									

Performance Objective 2: 2.5% of fifth grade students participate in Bulldog Patrol

Summative Evaluation: Sign In sheets for extra curricular activities.

Weekly participation

		Staff L. Bespensible for	r Evidence that Demonstrates Success	Formative Reviews							
Strategy Description	TITLE I	Responsible for Monitoring		Nov	Jan	Mar	June				
Critical Success Factors CSF 6		Librarian	Sign in sheets								
1) Daily participation in duty assignments to help promote the Bulldog Standards.											
2) Provide mentoring opportunities for 5th students to be a K - 2 Buddy		Counselor	Sign in sheets lesson planning								
Critical Success Factors CSF 6		Assistant Principal	Decrease in the number of referrals. Reduction in the number of bully complaints								
3) Help implement and promote PBIS system by being a role model to the lower grade students.											
= Accomplished	= Accomplished = Considerable = Some Progress = No Progress = Discontinue										

Performance Objective 3: 5% of the student population will participation in Chess Club

Summative Evaluation: Students entering campus and district Chess Tournament.

	TITLE I	Staff		Formative Reviews						
Strategy Description		Responsible for Monitoring	Evidence that Demonstrates Success	Nov	Jan	Mar	June			
Critical Success Factors CSF 6		Club Sponsors	Sign in Sheets							
1) Weekly participation in Chess Club during Fun Friday activities.										
2) Participation in campus and district chess tournaments.		Staff Administration	Sign in sheets Placing in the tournaments							
= Accomplished = Considerable = Some Progress = No Progress = Discontinue										

**Performance Objective 4:** Participation rate in the robotics club will include 5% of the 4th and 5th grade student population.

Summative Evaluation: Sign in sheets for extra curricular

	TITLE I	Staff Responsible for Monitoring		Formative Reviews							
Strategy Description			Evidence that Demonstrates Success	Nov	Jan	Mar	June				
Critical Success Factors CSF 4 CSF 6		Club Sponsors	Sign In Sheets								
1) Increase the number of 4th and 5th students participating in Robotics Club during Fun Friday.											
Critical Success Factors CSF 6		Club sponsor Administration	Signed permission slips and group entry.								
2) Participation in the district Robotics competition.											
= Accomplished	= Accomplished = Considerable = Some Progress = No Progress = Discontinue										

**Performance Objective 5:** Student Council representatives will be made up of 5% of the student population of 4th and 5th grade.

**Summative Evaluation:** Sign in sheets

		Staff		Formative Reviews					
Strategy Description	TITLE I	Responsible for Monitoring	Evidence that Demonstrates Success	Nov	Jan	Mar	June		
Critical Success Factors CSF 6		Club Sponsors	Sign In Sheets flyer						
1) Encourage families to participate in school sponsored		Administration							
events.	Funding So	ources: Title I, Part A -	\$1000.00						
Critical Success Factors CSF 6		Counselor	Daily raising and lowering of the flags.						
2) Flag bearer									
Critical Success Factors CSF 4 CSF 6		Teachers Administration	Sign in sheets Permission slips						
3) Provide students educational experiences outside the regular classroom through standards based, educational field trips for each grade level in the 2014-2015 school year.									
= Accomplished = Considerable = Some Progress = No Progress = Discontinue									

Performance Objective 6: Campus participation in UIL will represent 5% of the total student population

Summative Evaluation: Sign in Sheets and permission slips

		Staff		Formative Reviews						
Strategy Description	TITLE I	Responsible for Monitoring	Evidence that Demonstrates Success	Nov	Jan	Mar	June			
1) Coaches meeting 4X year		Staff Administration	Sign in sheets							
Critical Success Factors CSF 5 CSF 6		Staff Administration	Sign in sheets and permission slips							
2) Full participation in each of the UIL categories										
= Accomplished = Considerable = Some Progress = No Progress = Discontinue										

**Performance Objective 7:** Honors Choir will represent 5% of the total student population.

Summative Evaluation: sign in sheet

		Staff	Evidence that Demonstrates Success	For	Formative Reviews				
Strategy Description	TITLE I	Responsible for Monitoring		Nov	Jan	Mar	June		
1) Audition and host meetings and for selected students.	6	Music Teacher Administration	Sign in sheets Campus performance						
2) Present a performance for the student body.	6								
= Accomplished = Considerable = Some Progress = No Progress = Discontinue									

Performance Objective 8: 100% campus wide implement and support of PBIS

**Summative Evaluation:** Use of bulldogs bucks

	Staff		<b>Evidence that Demonstrates Success</b>	Formative Reviews				
Strategy Description		Responsible for Monitoring		Nov	Jan	Mar	June	
1) Collect Bulldog bucks for participation in common core			Number of student collecting prizes during Fun Friday.					
rules.		Administration						
= Accomplished = Considerable = Some Progress = No Progress = Discontinue								

**Performance Objective 9:** Counseling support for 100% of the student population.

Summative Evaluation: Counselor weekly schedule

		Staff		Formative Reviews					
Strategy Description	TITLE I	Responsible for Monitoring	Evidence that Demonstrates Success	Nov	Jan	Mar	June		
Critical Success Factors CSF 5 CSF 6		Counselor	Counselor rotation schedule Decrease in bullying incidents.						
1) Bimonthly counseling sessions to help student learn about bullying, social skills and mentoring									
Critical Success Factors CSF 5 CSF 6		Counselor	Career Day						
2) Enrichment programs with guest speakers and performances for Career Day.	Funding So	ources: Local Funds - \$2	250.00						
Critical Success Factors CSF 5 CSF 6		Counselor	school wide participation						
3) Promote college t-shirt days 1 time a month									
4) College awareness poster hung around the building		Counselor	Poster visible around with building						
= Accomplished = Considerable = Some Progress = No Progress = Discontinue									

**Performance Objective 10:** Increase involvement in the Parents as Supporters (PAS) Program.

Summative Evaluation: Sign In sheet, Surveys, Parent meeting

		Staff		Formative Reviews					
Strategy Description	TITLE I	Responsible for Monitoring	Evidence that Demonstrates Success	Nov	Jan	Mar	June		
Critical Success Factors CSF 5 CSF 6	6	Counselor Administration Campus Webmaster	Monthly parent meetins in English and Spanish						
1) Recruit additional parent/community volunteers by providing PAS volunteer information using written communication, campus website and parent meetings.	Funding So	ources: Local Funds - \$5	Sign In sheets 500.00						
Critical Success Factors CSF 5 CSF 6 2) Survey parents and students 2x a year	6	Administration Central office Staff	completed surveys						
Critical Success Factors  CSF 5 CSF 6  3) Increase parent participation in monthly PTO/curriculum	2, 4	Grade level teams Administration	Increase number of parents attending curriculum nights each month. Sign in Sheets						
meetings by 10%.	Funding So	ources: Title I, Part A - S	\$1000.00						
= Accomplished = Considerable = Some Progress = No Progress = Discontinue									

**Performance Objective 11:** BMES staff will host an appreciation days for parents with 10% of the parent population attending.

Summative Evaluation: Sign in sheets and fliers

	Staff				Formative Reviews					
Strategy Description	TITLE I	Responsible for Monitoring	<b>Evidence that Demonstrates Success</b>	Nov	Jan	Mar	June			
Critical Success Factors CSF 5 CSF 6		Administration	sign in sheet flyers							
1) Host a parent appreciation celebration in May.										
2) Donuts with Dad		Administration Staff	Sign In Sheets flyer							
	Funding Sources: Title I, Part A - \$100.00									
3) Muffins with Mom	6	Administration	Sign in Sheets							
	Funding So	ources: Title I, Part A -	\$100.00							
Critical Success Factors CSF 5 CSF 6		Administration	flyer and sign in sheets							
4) Grandparent's Day luncheon										
5) PK Parent Welcome		Administration	Parent Sign In							
Critical Success Factors CSF 5 CSF 6	6	Office Staff	Sign in Sheets							
6) Host a family Thanksgiving Luncheon										
= Accomplished = Considerable = Some Progress = No Progress = Discontinue										

Performance Objective 1: 100% of all classes will use technology in the classroom

Summative Evaluation: Lesson plans, walk through and team meetings

		Staff		For	mati	ve Rev	iews		
Strategy Description	TITLE I	Responsible for Monitoring	Evidence that Demonstrates Success	Nov	Jan	Mar	June		
1) Monthly PD sessions with the district Technology Integration Teacher for all staff.	4	District Technology Teacher Administration	Sign in sheets Agenda						
Critical Success Factors		District Technology Teacher Administration	Sign In sheets Agenda						
3) Replace bulbs in existing projectors.	2 Funding So	Administration  ources: Title I, Part A -	Resupply of equipment \$1000.00						
Critical Success Factors CSF 1 CSF 2 CSF 7 4) PBL training for campus staff during 2014-2015		Administration	5 campus teachers being trained.						
= Accomplished = Considerable = Some Progress = No Progress = Discontinue									

**Performance Objective 2:** 100% participation in district professional development

Summative Evaluation: sign in sheets and individual conferences

	Staff			Formative Reviews					
Strategy Description	TITLE I	Responsible for Monitoring	Evidence that Demonstrates Success	Nov	Jan	Mar	June		
Critical Success Factors CSF 6	6	Administration	Sign in sheets						
1) BME will host appreciation day 1x a month for staff	Funding So	ources: Local Funds - \$3	300.00						
2) Use late start Monday to provide timely and relevant PD to teachers, including topics such as, weekly assessment, data, backward design and teacher strategies.	3, 4	Administration Instructional Coach Team Lead Central Office	Sign in Sheets						
	Funding So	ources: Local Funds - \$5	500.00						
3) Weekly team meetings to complete literacy leadership through professional development using the TLI grant information. Effectively communicates and coaches teachers toward best practices literacy instruction and observe teaching data for evidence.	4	Administration Teachers Instructional Coach Literacy Coach	sign in sheets completion of TLI modules						
4) New Teacher Committee meetings	4, 5	Administration	Sign In Sheets						
Accomplished = Considerable = Some Progress = No Progress = Discontinue									

Performance Objective 3: 100% participation in campus based professional development

Summative Evaluation: Sign In sheets

		Staff		Formative Reviews					
Strategy Description	TITLE I	Responsible for Monitoring	Evidence that Demonstrates Success	Nov	Jan	Mar	June		
Critical Success Factors CSF 1 CSF 2 CSF 6  1) Late Start Monday Activities	2, 3	Administration Literacy Coach Instructional Coach Teachers	Sign in sheets						
2) Weekly team meetings	4, 5	Administration Literacy Coach Instructional Coach Teachers	Sign in Sheet						
3) TLI grant meeting		Administration	Grant completion						
= Accomplished = Considerable = Some Progress = No Progress = Discontinue									

Performance Objective 4: 100% involvement in college and career readiness activities for students and staff

Summative Evaluation: weekly announcements and monthly participation

		Staff Responsible for Monitoring		Formative Reviews					
Strategy Description	TITLE I		Evidence that Demonstrates Success	Nov	Jan	Mar	June		
Critical Success Factors CSF 5 CSF 6  1) Promote career and college readiness activities once a month.	4, 5, 8	BME Staff	Posters College ready activities Speakers						
2) Generation TX - promotion of Texas colleges		Counselor	Texas College Day posters						
Critical Success Factors CSF 5 CSF 6  3) College T shirt once a month	6	Teachers Administration	Monthly acknowledgement of a job or college.						
= Accomplished = Considerable = Some Progress = No Progress = Discontinue									

# **System Safeguard Strategies**

Goal	Performance Objective	Strategy	Description
1	1	1	Use TEMI as the universal screener to identify students working below grade level.
1	1	2	Data meetings 3 times a year with teams to review TEMI data and plan for interventions. Power Hour Interventions to give additional support for struggling students.
1	1	3	Provide resources such as Accelerated math conceptual learning in math
1	1	4	Monthly meetings to monitor and review data for RtI and weekly assessments
1	1	5	Implement an after school tutoring program to give individualized attention to students struggling with TEKS objectives.
1	3	7	AH Science
1	3	8	Reading A - Z

# 2014-2015 Site-Based Decision Making Committee

Committee Role	Name	Position
Administration	Vikki McCoin	Principal
Administration	Jose Valenzuela	Assistant Principal
Classroom Teacher	Wendy Boatright	Teacher
Classroom Teacher	Amy Calabrese	Teacher
Classroom Teacher	Maria Carrigan	Teacher
Classroom Teacher	Vanessa Gongora	Teacher
Classroom Teacher	Sarah Prescott	Teacher
Classroom Teacher	Rosario Rodriguez	Teacher
Classroom Teacher	Jessica Simpson	Teacher
Non-classroom Professional	James Clark	Counselor
Non-classroom Professional	Uneeda Givins	Instructional Coach
Non-classroom Professional	Chandria Ridgeway	Literacy Coach
Parent	Misty Goodson	Parent

# **Campus Funding Summary**

Goal	Objective	Strategy	Resources Needed	Account Code	Amount
1	1	2		211 E 11 6112 00 105 4 30 0 00	\$2,520.00
1	1	3			\$0.00
1	1	5	Teacher tutors	211 E 11 6118 00 105 4 30 0 00	\$13,000.00
1	1	7	quote from technology	211 E 11 6399 00 105 4 30 0 00	\$3,828.24
1	1	8	Tutorial payment	211 E 11 6112 00 105 4 30 0 00	\$14,000.00
1	1	9	Professional Development Catalog	211 E 11 6411 00 105 4 30 0 00	\$1,000.00
1	2	3		211 E 11 6291 00 105 4 30 0 99	\$1,500.00
1	3	7		211 E 11 63299 30 105 4 30 0 00	\$2,000.00
1	3	8		211 E 11 6299 30 105 4 30 0 00	\$6,000.00
2	5	1		211 E 61b6499 00 105 4 30 0 00	\$1,000.00
2	10	3	Food for events	211 E 61 6499 00 105 4 30 0 00	\$1,000.00
2	11	2		211 E 61 6499 00 105 4 30 0 00	\$100.00
2	11	3		21 E 61 6499 00 105 4 30 0 00	\$100.00
3	1	3		211 E 11 6399 00 105 4 30 0 00	\$1,000.00
	!	I	•	Sub-Total	\$47,048.24

Goal	Objective	Strategy	Resources Needed	Account Code	Amount
1	3	6		199 E 12 6329 00 105 0 99 0 00	\$5,000.00
2	1	2		199 E 11 6412 00 105 0 11 0 00	\$5,000.00
2	9	2			\$250.00
2	10	1			\$500.00
3	2	1		199 E 12 6399 00 105 0 99 0 00	\$300.00
3	2	2	Exit ticket raffle supplies	199 E 12 6399 00 105 0 99 0 00	\$500.00
				Sub-Total	\$11,550.00

State Compensatory Education					
Goal	Objective	Strategy	Resources Needed	Account Code	Amount
1	3	3		199 E 11 6112 00 105 0 11 0 00	\$15,000.00
	Sub-Total			\$15,000.00	
	Grand Total			\$73,598.24	

## Addendums