

# Horace Mann Junior School Campus Improvement Plan

**Authors: Navejar, Erica; Coy, Maria Terry; Borel, Geraldine; Lopezmartinez, Mary**

## Reviewers:

<b>Strategic Objective/Goal 1:</b>	Horace Mann Junior School will increase student achievement by providing rigorous learning opportunities and curricula that meets students' needs for achieving exemplary academic and post-secondary success.						
<b>Performance Objective 1:</b>	Increase ELA scores for all students including special education and LEP population						
<b>Area of Need</b>	<b>Action/Strategy</b>						
	<b>Person(s) Responsible</b>	<b>Targeted Population</b>	<b>Timeline Start</b>	<b>Timeline End</b>	<b>Resources Human/Material/Fiscal</b>	<b>Formative Evaluation</b>	<b>Evidence of Completion</b>
Implementation of content specific vocabulary words as well as dictionary/thesaurus skills in all language arts classes	Increase the use of technology and dictionary thesaurus skills						
	Woodard, Amy; Assistant Principal, ; Teachers,	All students	7/1/2014	6/30/2015	Dictionaries and thesaurus purchased through campus funds	walk-throughs, observations, informal observations	Teacher lesson plans
Continue implementation of reading programs that target low performing students	ELA teachers will be instructed to use more interactive learning including interactive notebooks, foldables and cooperative learning strategies to enhance reading skills						
	Teachers, ; Principal, ; Assistant Principal,	Students identified at-risk	7/1/2014	6/30/2015	Campus funds	Reading levels on I-Station, CBA's, benchmarks	Data room, teacher lesson plans, walk-throughs, formal observations
Share data of CBA's, I-Station and benchmarks across grade levels	Create data room to meet with ELA teachers to discuss student growth and revisit plans for intervention; CIS will determine the weakest objectives for each student and plan for intervention accordingly						
	Teachers, ; Principal, ; Assistant Principal,	All students	7/1/2014	6/30/2015	None	CBA's, benchmarks, teacher observation	Teacher Lesson Plans, data room

Technology integration in the language arts classes	Increase the use of Promethean Software, Clickers and laptops						
	Navejar, Erica	All Students	7/1/2014	6/30/2015	District Bond Initiative	CBA's, Benchmarks, Teacher Observation	Teacher Lesson Plans, Data Room
<b>Performance Objective 2:</b>	Increase math scores for all students including the special education and LEP sub-population						
<b>Area of Need</b>	<b>Action/Strategy</b>						
	<b>Person(s) Responsible</b>	<b>Targeted Population</b>	<b>Timeline Start</b>	<b>Timeline End</b>	<b>Resources Human/Material/Fiscal</b>	<b>Formative Evaluation</b>	<b>Evidence of Completion</b>
Mathematics intervention during the day with certified math teachers for students at-risk of failing	Desegregate data in Eduphoria to identify students who are in need of intervention						
	Principal, ; Campus Instructional Specialists, ; Assistant Principal,	At-risk students	7/1/2014	6/30/2015	None	CBA's, benchmarks, teachers observations	Master Schedule
<b>Strategic Objective/Goal 2:</b>	Horace Mann Junior School will provide a well balanced and appropriate curriculum to all students.						
<b>Performance Objective 1:</b>	Increase students' score on all STAAR tests.						
<b>Area of Need</b>	<b>Action/Strategy</b>						
	<b>Person(s) Responsible</b>	<b>Targeted Population</b>	<b>Timeline Start</b>	<b>Timeline End</b>	<b>Resources Human/Material/Fiscal</b>	<b>Formative Evaluation</b>	<b>Evidence of Completion</b>
Hold content area meetings each month to discuss student progress and share teaching strategies	CIS's will plan meetings along with agendas to address implementation of new strategies to help increase student performance by: ordering supplies, observing teachers, making power points for teachers, look at data to align curriculum, model lessons, pull bubble students prior to STAAR, and have weekly grade level meetings to plan lessons for the next week.						
	Principal, ; Assistant Principal, ; Campus Instructional Specialists,	All students	7/1/2014	6/30/2015	Campus	Planned meetings, calendar, inventory lists, power points	Minutes of meetings, agenda

<b>Strategic Objective/Goal 3:</b>	Horace Mann Junior School through enhanced and dropout prevention efforts, all students will remain in school until they obtain a high school diploma.						
<b>Performance Objective 3:</b>	Create a college awareness for students and provide information on the many programs that prepare them for high school and beyond.						
<b>Area of Need</b>	<b>Action/Strategy</b>						
	<b>Person(s) Responsible</b>	<b>Targeted Population</b>	<b>Timeline Start</b>	<b>Timeline End</b>	<b>Resources Human/Material/Fiscal</b>	<b>Formative Evaluation</b>	<b>Evidence of Completion</b>
Increase the number of students taking the SAT through identification based on standardized test scores and teacher recommendation.	Identify the students and provide permission letters to take the SAT						
	Counselor, ; Family Involvement Coordinator,	All students	7/1/2014	6/30/2015	None	Increase in number of students signed up to take SAT	Student roster
Encourage and promote students identified/recommended to complete application forms for the Duke Talent Search	Promote the Duke Talent Search over announcements in the morning and during lunch						
	Counselor, ; Family Involvement Coordinator,	Identified students for the Duke Talent Search	7/1/2014	6/30/2015	None	90% of students identified complete and turn in Duke application	Duke applications
Encourage and support students to attend the SAT workshop	Principal, assistant principal, counselors and FIC promote the SAT workshops via morning announcements, lunch and parent letter						
	Principal, ; Assistant Principal, ; Family Involvement Coordinator, ; Counselor,	Students identified for DUKE talent	7/1/2014	6/30/2015	None	Number of students who attend SAT workshop	Student roster
Counselors will create an intervention plan and meet with students who have previously failed a grade, state assessment, or are classified by the state as at-risk	Counselor will meet with CIS's and FIC to create a plan to meet with students						
	Counselor, ; Family Involvement Coordinator,	8th grade at-risk students	7/1/2014	6/30/2015	None	Completion of Explore test	Reports from Explore program

Horace Mann has created different club organizations in an effort to involve more students in the school community and also have a sense of belonging to the school.	Ensure all clubs are of high interest to students						
	Campus Administrators,	All students	7/1/2014	6/30/2015	PTO funds	Number of students enlisting in each club	Club Rosters
Incorporate the AVID strategy of organization campus wide in an effort to instill good study habits by teaching students organize their courses by having an assignment page and Cornell note pages to take notes.	Each student will have a binder with tabs for each course with an assignment sheet and Cornell notes. Each teacher will model how to take effective notes and how good notes and organization lead to good study habits.						
	Hebert, Areasha; Principal, ; Lopezmartinez, Mary	Campus Wide	7/1/2014	6/30/2015	General Funds if student cannot provide their own binder	Teacher ensures each student has binder	Binder is a homework grade
<b>Strategic Objective/Goal 4:</b>	Horace Mann Junior School will provide and maintain a safe, positive learning environment.						
<b>Performance Objective 4:</b>	Promote incentives to students for attendance, student progress and good citizenship.						
<b>Area of Need</b>	<b>Action/Strategy</b>						
	<b>Person(s) Responsible</b>	<b>Targeted Population</b>	<b>Timeline Start</b>	<b>Timeline End</b>	<b>Resources Human/Material/Fiscal</b>	<b>Formative Evaluation</b>	<b>Evidence of Completion</b>
Identify students eligible for attendance, student progress and good citizenship	Communicate to students all the incentives available to motivate students and create a safe, positive learning environment						
	Teachers, ; Principal,	All students	7/1/2014	6/30/2015	Partner in Education Support, PTSO, Campus Funds	Increased number of students participating to earn incentives	Student participation roster
Raise the attendance rate to 95% for to students to be eligible for any field trips, fun activities or any other privileges.	Communicate the new change to the parent via Horace Mann Newsletter and hold beginning of the year assemblies with each grade level and review expectations for behavior and attendance.						
	Principal, ; Anderson, Gail; Lopezmartinez, Mary; Teachers,	Campus Wide	7/1/2014	6/30/2015	None	Generate attendance each six weeks or prior to students attending any field trips- (this excludes mandatory academic field trips)	Attendance Roster

Implement district-wide anti-bullying program campus wide to instill good citizenship among the school community.	Enroll each student in advisory class which will model and discuss appropriate behavior in school to prevent bullying						
	Teachers, ; Campus Administrators,	Campus Wide	7/1/2014	6/30/2015	OLWEUS Program Guide	Reduced number of bullying incidents	Review 360 incidents and class rosters
<b>Strategic Objective/Goal 5:</b>	Horace Mann Junior School will recruit, develop, and retain highly qualified and highly effective personnel.						
<b>Performance Objective 1:</b>	Recruit and retain Highly Qualified personnel.						
<b>Area of Need</b>	<b>Action/Strategy</b>						
	<b>Person(s) Responsible</b>	<b>Targeted Population</b>	<b>Timeline Start</b>	<b>Timeline End</b>	<b>Resources Human/Material/Fiscal</b>	<b>Formative Evaluation</b>	<b>Evidence of Completion</b>
Attend job fairs and recruit early from pool of Highly Qualified teachers in core academic subject areas; personal referrals; more detailed job descriptions	Plan to attend job fairs in advance						
	Campus Administrators,	All students	7/1/2014	6/30/2015	None	Hire of Highly Qualified Teachers	Job Fair Report, Principal's data, Better qualified teachers applying
Select only Highly Qualified teachers from the applicant pool	Review applicant pool prior to interviewing potential candidates						
	Navejar, Erica	All Students	7/1/2014	6/30/2015	None	HQ audit report	HQ audit report
<b>Performance Objective 2:</b>	Ensure that 100% of the teachers receive high-quality professional development each year.						
<b>Area of Need</b>	<b>Action/Strategy</b>						
	<b>Person(s) Responsible</b>	<b>Targeted Population</b>	<b>Timeline Start</b>	<b>Timeline End</b>	<b>Resources Human/Material/Fiscal</b>	<b>Formative Evaluation</b>	<b>Evidence of Completion</b>
Pertinent staff development	Providing staff development that is specific to each content area based on campus need.						
	Principal, ; Assistant Principal,	All Teachers	7/1/2014	6/30/2015	Local funds, Campus Funds	Staff feedback	Administrative Observations
Ensure low-income and minority students are not taught at higher rates than other student groups by inexperienced teachers	Individuals scheduling must ensure equity among all students when preparing student schedules						
	Navejar, Erica	At Risk Students	7/1/2014	6/30/2015	None	Teacher Service Records	Master Schedule, Class Rosters

<b>Performance Objective 3:</b>	Retain Highly Qualified teachers.						
<b>Area of Need</b>	<b>Action/Strategy</b>						
	<b>Person(s) Responsible</b>	<b>Targeted Population</b>	<b>Timeline Start</b>	<b>Timeline End</b>	<b>Resources Human/Material/Fiscal</b>	<b>Formative Evaluation</b>	<b>Evidence of Completion</b>
Encourage and solicit teachers to add subject area certifications	Provide information to teachers regarding certification opportunities						
	Campus Administrators, ; Director of Personnel,	All students	7/1/2014	6/30/2015	None	Teachers with HQ certifications for multiple subjects	Teacher certificates
Assure that all assignments and reassignments are filled with Highly Qualified Staff	Prepare a list of unfilled assignments						
	Navejar, Erica	All Students	7/1/2014	6/30/2015	None	Hire of Highly Qualified Teachers	Master Schedule/NCLB Audit
<b>Performance Objective 4:</b>	Insure that Pre AP teachers have completed all GATE training.						
<b>Area of Need</b>	<b>Action/Strategy</b>						
	<b>Person(s) Responsible</b>	<b>Targeted Population</b>	<b>Timeline Start</b>	<b>Timeline End</b>	<b>Resources Human/Material/Fiscal</b>	<b>Formative Evaluation</b>	<b>Evidence of Completion</b>
Promote teacher awareness of the required GATE training to teacher Pre AP classes.	Encourage all teachers to attend GATE training to increase the number of teachers certified to teach Pre AP						
	Principal, ; Director of Professional Development and Advanced Academics,	Pre AP Students	7/1/2014	6/30/2015	None	Master schedule and teacher certifications	Master schedule and teacher certifications
Update roster of teachers yearly for GATE training to insure they are certified to teach Pre AP classes	During master scheduling, principal will insure teachers are certified to teach Pre AP classes						
	Principal, ; Campus Instructional Specialists,	Pre AP Students	7/1/2014	6/30/2015	None	Teacher GATE certifications	Teacher GATE certifications

<b>Strategic Objective/Goal 6:</b>	Horace Mann Junior School will establish and maintain parental and community partnerships in education to enhance student achievement.						
<b>Performance Objective 6:</b>	Increase parental involvement on campus along with increasing communication between parents and school staff						
<b>Area of Need</b>	<b>Action/Strategy</b>						
	<b>Person(s) Responsible</b>	<b>Targeted Population</b>	<b>Timeline Start</b>	<b>Timeline End</b>	<b>Resources Human/Material/Fiscal</b>	<b>Formative Evaluation</b>	<b>Evidence of Completion</b>
Promote parental awareness and involvement in the school and academic setting	Principal, assistant principal and FIC will establish communication with parents at the beginning of the year through 6th grade orientation, open house; family nights focusing on Math, Science, , ELA ans Social Studies; conferences; the school newsletter; the school website; HOPE Team and STAAR Talks						
	Principal, ; Family Involvement Coordinator, ; Counselor, ; Assistant Principal,	All students and their families	7/1/2014	6/30/2015	Newsletters, flyers, IRIS messages, marquee, school website,	Increased parental involvement	Parent sign-in sheets, Parent Signature Binders, Review 360
Establish communication between school, PTSO and SNC Lavalin, our Partner in Education	Assistant Principal, Family Involvement Coordinator, counselors and CIS team will plan family nights in an effort to improve communication						
	Principal, ; Family Involvement Coordinator, ; Assistant Principal, ; Campus Instructional Specialists,	PTSO, PIE	7/1/2014	6/30/2015	FIC budget, Title I funds and campus budget	increased community involvement	Meeting agendas, Sign-in sheets
Plan and Implement 6th grade orientation for incoming sixth graders and parent before the start of the school year for a successful transition	Send out notice by mail from principal inviting all parents to participate						
	Principal, ; Teachers, ; Family Involvement Coordinator, ; Assistant Principal,	6th Grade Students and their Parents/Guardians	7/1/2014	6/30/2015	Title 1 Funds	teacher feedback	Orientation Agenda, sign-in sheets
Provide volunteer training and recognition activities for parents and community members	Increase opportunities to volunteer. Use Principal's newsletter to keep parents informed about upcoming volunteer opportunities.						
	Family Involvement Coordinator, ; Assistant Principal, ; Principal,	Parents/Guardians, Volunteers	7/1/2014	6/30/2015	Title I Funds, FIC budget	Increased number of volunteers	Sign-in sheets, agendas, handouts

Increase parent knowledge of student academic achievement and conduct.	FIC will plan and implement family nights where parents will be invited and effort will be made to improve parent communication and involvement of student academic achievement and conduct.						
	Navejar, Erica	Parents/Guardians	7/1/2014	6/30/2015	FIC Budget	Parent sign-in sheets	FIC will keep parent sign-in sheets
Establish a committee to review and revise the school Title I Compact and Policy	Recruit staff members and parents/guardians to make revisions						
	Navejar, Erica	Parents/Guardians	7/1/2014	6/30/2015	Title I Funds	Revised Compact and Policy	Sign-in sheets, agendas
<b>Strategic Objective/Goal 7:</b>	Horace Mann Junior School will provide the technology infrastructure and tools to maximize student achievement.						
<b>Performance Objective 7.1:</b>	Improve student achievement in technology skills and promote student college and career readiness.						
<b>Area of Need</b>	<b>Action/Strategy</b>						
	<b>Person(s) Responsible</b>	<b>Targeted Population</b>	<b>Timeline Start</b>	<b>Timeline End</b>	<b>Resources Human/Material/Fiscal</b>	<b>Formative Evaluation</b>	<b>Evidence of Completion</b>
Increase skills in word processing, data base, spreadsheet and multimedia applications	Ensure all incoming 6th graders are enrolled in computer literacy						
	Technology Integration Specialist, ; Teachers,	All 6th grade students	7/1/2013	6/30/2014	None	Increase technology in core classes	Lesson plans, technology access
Promote integration of all technology into the general curriculum across all subjects	Administrators, CTS, CIS will model the use of technology						
	Principal, ; Campus Instructional Specialists, ; Technology Integration Specialist,	All students	7/1/2013	6/30/2014	None	Lesson Plans	Lesson Plans
<b>Strategic Objective/Goal 6:</b>	Increased parent knowledge of student academic achievement and conduct.						
<b>Performance Objective 7:</b>	55% of students will score at or above the state mean raw score on the STAAR Social Studies test for all measured demographic groups						
<b>Area of Need</b>	<b>Action/Strategy</b>						
	<b>Person(s) Responsible</b>	<b>Targeted Population</b>	<b>Timeline Start</b>	<b>Timeline End</b>	<b>Resources Human/Material/Fiscal</b>	<b>Formative Evaluation</b>	<b>Evidence of Completion</b>



Emphasize Social Studies vocabulary relative to TEKS objectives in all grade levels in order to close achievement gaps among all student groups.	Merzano's vocabulary, follow vocabulary lessons on scope and sequence						
	Navejar, Erica	All Students	7/1/2014	6/30/2015	Campus Funds	Increase in passing rates in Social Studies Classrooms on district assessments	Teacher Lesson Plans
Use of interactive activities such as foldables, journaling, interactive power points in the classroom to reach different learning styles	Social Studies teachers will use more interactive lessons with students						
	Navejar, Erica	All Students	7/1/2014	6/30/2015	Campus Funds	Increases in both classroom scores and district assessments	Lesson Plans
Initiate after school tutorials and/or before school tutoring sessions to provide additional instructional support for at-risk students to help close the achievement gaps.	Teacher Volunteer						
	Navejar, Erica	At-Risk Students	7/1/2014	6/30/2015	None	Increase passing rates in Social Studies classrooms, Increase in scores on district assessments, Increase in scores on State Assessments	Increase in Student Scores
Implement previously approved technology support plan with the utilization of additional training and staffing	Seek additional training and staffing						
	Navejar, Erica	Social Studies Teachers	7/1/2014	6/30/2015	Campus Funds	Training opportunities, additional personnel	Training Certificates, Principal Interviews
Students will utilize the active inspire software, classroom set of laptops and interact with the Promethean Board on a weekly basis.	all teachers should be trained to use this technology before school starts on August of 14 and include it in lesson plans at the beginning of school.						
	Navejar, Erica	All Students	7/1/2014	6/30/2015	None	Increase in student achievement	Teacher Lesson Plans