

Horace Mann Junior School Campus Improvement Plan

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Reviewers:

Strategic Objective/Goal 1:	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.						
Performance Objective 1:	Increase ELA scores for all students including special education and LEP population						
Area of Need	Action/Strategy						
	Person(s) Responsible	Targeted Population	Timeline Start	Timeline End	Resources Human/Material/Fiscal	Formative Evaluation	Evidence of Completion
Implementation of academic vocabulary words as well as content specific vocabulary words in all language arts classes	Increase the non-fiction library that supports cross-curricular reading and expository writing						
	Woodard, Amy; Assistant Principal, ; Teachers,	All students	7/1/2013	6/30/2014	None	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 guided reading, shared reading, literature circles and independent reading to enhance reading skills						
	Teachers, ; Principal, ; Assistant Principal,	Students identified at-risk	7/1/2013	6/30/2014	None	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	7/1/2013	6/30/2014	None	CBA's, benchmarks, teacher observation	Teacher Lesson Plans, data room

Performance Objective 2:	Increase math scores for all students including the special education and LEP sub-population						
Area of Need	Action/Strategy						
	Person(s) Responsible	Targeted Population	Timeline Start	Timeline End	Resources Human/Material/Fiscal	Formative Evaluation	Evidence of Completion
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	7/1/2013	6/30/2014	None	CBA's, benchmarks, teachers observations	Master Schedule
Strategic Objective/Goal 2:	Horace Mann Junior School will provide a well balanced and appropriate curriculum to all students.						
Performance Objective 1A:	Increase students' score on all STAAR tests.						
Area of Need	Action/Strategy						
	Person(s) Responsible	Targeted Population	Timeline Start	Timeline End	Resources Human/Material/Fiscal	Formative Evaluation	Evidence of Completion
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						
	Principal, ; Assistant Principal, ; Campus Instructional Specialists,	All students	7/1/2013	6/30/2014	None	Planned meetings, calendar	Minutes of meetings, agenda
Strategic Objective/Goal 3:	Horace Mann Junior School through enhanced and dropout prevention efforts, all students will remain in school until they obtain a high school diploma.						
Performance Objective 3A:	Create a college awareness for students and provide information on the many programs that prepare them for high school and beyond.						
Area of Need	Action/Strategy						
	Person(s) Responsible	Targeted Population	Timeline Start	Timeline End	Resources Human/Material/Fiscal	Formative Evaluation	Evidence of Completion

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	7/1/2013	6/30/2014	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	7/1/2013	6/30/2014	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	7/1/2013	6/30/2014	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	7/1/2013	6/30/2014	None	Completion of Explore test	Reports from Explore program
Strategic Objective/Goal 4:	Horace Mann Junior School will provide and maintain a safe, positive learning environment.						
Performance Objective 4A:	Promote incentives to students for attendance, student progress and good citizenship.						
Area of Need	Action/Strategy						
	Person(s) Responsible	Targeted Population	Timeline Start	Timeline End	Resources Human/Material/Fiscal	Formative Evaluation	Evidence of Completion

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	7/1/2013	6/30/2014	Partner in Education Support, PTSO	Increased number of students participating in incentives	Student participation roster
Strategic Objective/Goal 5:	Horace Mann Junior School will recruit, develop, and retain highly qualified and highly effective personnel.						
Performance Objective 1:	Recruit and retain Highly Qualified personnel.						
Area of Need	Action/Strategy						
	Person(s) Responsible	Targeted Population	Timeline Start	Timeline End	Resources Human/Material/Fiscal	Formative Evaluation	Evidence of Completion
Attend job fairs and recruit early from pool of Highly Qualified teachers in core academic subject areas	Plan to attend job fairs in advance						
	Campus Administrators,	All students	7/1/2013	6/30/2014	None	Hire of Highly Qualified Teachers	Job Fair Report
Assure all assignments and re-assignments are filled with Highly Qualified staff	Prepare a list of unfilled assignments						
	Campus Administrators,	All Students	7/1/2013	6/30/2014	None	Hire of highly qualified teachers	Master Schedule/ NCLB Audit
Ensure low-income and minority students are not taught at higher rates than other students groups by inexperienced teachers	Scheduling committees must ensure equity among all students when preparing students schedules						
	Campus Administrators, ; Director of Personnel,	At-risk students	7/1/2013	6/30/2014	None	Teacher Service Records	Master Schedule/Teacher Service Records
Performance Objective 2:	Ensure that 100% of the teachers receive high-quality professional development each year.						
Area of Need	Action/Strategy						
	Person(s) Responsible	Targeted Population	Timeline Start	Timeline End	Resources Human/Material/Fiscal	Formative Evaluation	Evidence of Completion

Highly qualified staff	Attend job fairs and recruit early from pool of Highly Qualified teachers in core academic subject areas.						
	Principal, ; Assistant Principal,	All students	7/1/2013	6/30/2014	Local funds	Staff report on HQ teachers	Staff report on HQ teachers
Performance Objective 3:	Attract high-quality, Highly Qualified teachers.						
Area of Need	Action/Strategy						
	Person(s) Responsible	Targeted Population	Timeline Start	Timeline End	Resources Human/Material/Fiscal	Formative Evaluation	Evidence of Completion
Select only Highly Qualified teachers from the applicant pool	Review applicant pool prior to interviewing potential candidates						
	Campus Administrators,	All Students	7/1/2013	6/30/2014	None	HQ audit report	HQ audit report
Ensure campus personnel decision-makers are available during peak recruiting/hiring times	Plan in advance and clear calendar for decision making personnel to be available						
	Campus Administrators, ; Director of Personnel,	All students	7/1/2013	6/30/2014	None	Campus personnel attendance	Campus submits staffing assignments by June 30
Encourage and solicit teachers to add subject area certifications	Provide information to teachers regarding certification opportunities						
	Campus Administrators, ; Director of Personnel,	All students	7/1/2013	6/30/2014	None	Teachers with HQ certifications for multiple subjects	Teacher certificates
Performance Objective 4:	Insure that Pre AP teachers have completed all GATE training.						
Area of Need	Action/Strategy						
	Person(s) Responsible	Targeted Population	Timeline Start	Timeline End	Resources Human/Material/Fiscal	Formative Evaluation	Evidence of Completion

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	7/1/2013	6/30/2014	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	7/1/2013	6/30/2014	None	Teacher GATE certifications	Teacher GATE certifications
Strategic Objective/Goal 6:	Horace Mann Junior School will establish and maintain parental and community partnerships in education to enhance student achievement.						
Performance Objective 6A:	Increase parental involvement on campus along with increasing communication between parents and school staff						
Area of Need	Action/Strategy						
	Person(s) Responsible	Targeted Population	Timeline Start	Timeline End	Resources Human/Material/Fiscal	Formative Evaluation	Evidence of Completion
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 and open house						
	Principal, ; Family Involvement Coordinator, ; Counselor, ; Assistant Principal,	All students	7/1/2013	6/30/2014	Newsletters, flyers, IRIS messages	Increased parental involvement	Parent sign-in sheets
Improve 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,	All Students	7/1/2013	6/30/2014	FIC budget and Title I funds	Increased student academic progress; increased community involvement	Meeting agendas, CBA's and benchmark

Implement 6th grade orientation for incoming sixth graders and parent before the start of the school year	Send out notice by mail from principal inviting all parents to participate						
	Principal, ; Teachers, ; Family Involvement Coordinator, ; Assistant Principal,	6th Grade Students	7/1/2013	6/30/2014	Title 1 Funds	Sign-in sheets	Orientation Agenda, sign-in sheets
Provide volunteer training and recognition activities	Increase opportunities to volunteer. Use Principal's newsletter to keep parents informed about upcoming volunteer opportunities.						
	Family Involvement Coordinator, ; Assistant Principal, ; Principal,	All students	7/1/2013	6/30/2014	Title I Funds, FIC budget	Volunteer Sign-in sheets	Sign-in sheets
Strategic Objective/Goal 7:	Horace Mann Junior School will provide the technology infrastructure and tools to maximize student achievement.						