



PLANO INDEPENDENT SCHOOL DISTRICT

**School-Based
Improvement
Committee**

Annual Report 2007 - 2008 Campus Improvement Plan

Memorial Elementary
Name of School

School Based Improvement Committee Members

Returning Members From 2006-07

Wendy DeSpain
Jennifer Erp
Mary Jo Dean
Araceli Santos

Tracie Utz
Lillian Stankunas
Alison Minter
Cindy Mackey

New members For 2007-2008

Maricela Helm
Victoria Cole
Pilar Westfried
GREGI Lopez
Seema Shah

Christy Pine
Bethany Benton
Doug Wood
Malaika Foster

Meeting Dates 2007-2008

Oct. 30, 2007
Feb 6, 2008

Public Meeting 2007-2008

May 6, 2008

Campus Improvement Plan

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Goal Indicator: Reading

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Student Group: All Students/ All subgroups

Action Step	Person Responsible	Resources Required	Date Completed
Weekly meetings with grade-level teams (monolingual/bilingual), curriculum specialists, and special education to dispense information for instruction and to model curriculum planning.	Curriculum Team, K-5 Teachers, Special Ed. Teachers	Time, Space, TEKS, District Curriculum and Materials	
District curriculum is supported to assure appropriate TEKS are taught, monitored, and mastered.	All Staff	TEKS, District Curriculum and Materials	
List the TEKS in daily lesson plans for each instructional piece and teach to the verb of each TEK.	All Staff	TEKS, District Curriculum and Materials	
Utilize Margaret Kilgo's Levels of Questions throughout the teaching day in ALL subject areas.	All Staff	TEKS, District Curriculum and Materials, Question Prompts & posters	
Utilize KWL charts and Strategies for Unknown Words posters to support teachers and students to learn new strategies for reading.	All Staff	TEKS, District curriculum and Materials, posters	
Targeted skills to be included on each lesson plan segment to guide new teachers and substitutes.	All Staff	TEKS, District Curriculum and Materials	
Weekly lesson plans shared with all staff electronically.	All Staff	TEKS, District Curriculum and Materials, technology training	
New teachers receive continued support through campus mentoring program.	New teacher coordinator,	TEKS, District Curriculum and Materials, time, space, and motivational materials	
School-wide delivery of curriculum methods.	All Staff	TEKS, District Curriculum and Materials	
Strengthen the reading-writing connection through lesson planning, modeling instruction by curriculum team, and implementation in all grade levels.	All Staff	TEKS, District Curriculum and Materials	
Require students to write complete sentences and use appropriate handwriting skills in written response to Integrated Activity Logs and subject area journals/ notebooks.	All Staff	TEKS, District Curriculum and Materials, journals	
Provide informational texts, including Science, for read-alouds at least two days a week as well as browsing boxes.	All Staff	TEKS, District Curriculum and Materials, experiential and age appropriate literature, calssroom storage	
Provide professional development training for ALL staff in PAR, AIM, CGI, G/T, "Framework for Understanding Poverty", and differentiation.	All Staff	District and campus training, materials supplied by district	
Consistent use of State and District assessment data to determine instruction.	All Staff	TEKS, District Curriculum and Materials, training in assessment interpretation	

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Goal Indicator: Writing			
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Student Group: All students/All subgroups			
Action Step	Person Responsible	Resources Required	Date Completed
Weekly meetings with grade-level teams (monolingual/bilingual), curriculum specialists, and special education to dispense information for instruction and to model curriculum planning.	Curriculum Team, K-5 Teachers, Special Ed. Teachers	Time, Space, TEKS, District Curriculum and Materials	
District curriculum is supported to assure appropriate TEKS are taught, monitored, and mastered.	All Staff	TEKS, District Curriculum and Materials	
List the TEKS in daily lesson plans for each instructional piece and teach to the verb of each TEK.	All Staff	TEKS, District Curriculum and Materials	
Utilize Margaret Kilgo's Levels of Questions throughout the teaching day in ALL subject areas.	All Staff	TEKS, District Curriculum Materials, Question prompts & posters	
Targeted skills to be included on each lesson plan segment to guide new teachers and substitutes.	All Staff	TEKS, District Curriculum and Materials	
Weekly lesson plans shared with all staff electronically.	All Staff	TEKS, District Curriculum and Materials, technology training	
New teachers receive continued support through campus mentoring program.	new teacher coordinator, administration	TEKS, District Curriculum and Materials, time, space, and motivational materials	
School-wide delivery of curriculum methods which directly teach the Writing Process and reinforce the 6-Traits of Writing to expedite instruction.	All Staff	TEKS, District Curriculum Materials, training	
Strengthen the reading-writing connection through lesson planning, modeling instruction by curriculum team, and implementation in all grade levels.	All Staff	TEKS, District Curriculum and Materials	
Require students to write complete sentences and use appropriate handwriting skills in written response to Integrated Activity Logs and subject area journals/ notebooks.	All Staff	TEKS, District Curriculum and Materials, journals	
Provide informational texts, including Science, for read-alouds at least two days a week as well as browsing boxes.	All Staff	TEKS, District Curriculum and Materials, experiential and age appropriate literature, calssroom storage	
Provide professional development training for ALL staff in PAR, AIM, CGI, G/T, "Framework for Understanding Poverty", and differentiation.	All Staff	District and campus training, materials supplied by district	
Consistent use of State and District assessment data to determine instruction.	All Staff	TEKS, District Curriculum and Materials, training in assessment interpretation	
STAR & Bobcat tutorial programs will address students' academic needs who are identified through program criteria. Tutorials occur after school three days a week.	All Staff	Resources provided through STAR program, increased snack budget, time, space, volunteer hours from staff, extra instructional resources	
Writer's Workshop will be implemented in grades 2-5 to model appropriate writing instruction and to ensure all students receive adequate writing instruction.	Staff who support grades 2-5	TEKS, District Curriculum Materials, writing folders, easel, pencils	
Plan and implement a curriculum night focused on Writing.	Reading & Writing Vertical Teams	Bags with books, teacher volunteers, publicity	

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Goal Indicator: Math			Page
Student Group: All students/All subgroups			
Action Step	Person Responsible	Resources Required	
Utilize AIM curriculum in a small group instructional setting a minimum of twice a week in grades 3-5.	Grade Level Teachers	Aim curriculum guide and AIM toolkits	
AIM identified students receive small group targeted instruction a minimum of twice a week in grades K-2.	Grade Level Teachers	PISD on-line curriculum planner and student toolkits	
STAR & Bobcat tutorial programs will address students' academic needs who are identified through program criteria. Tutorials occur after school three days a week.	All Staff	Resources provided through STAR program, increased snack budget, time, space, volunteer hours from staff, extra instructional resources	
Increase knowledge and application of grade level appropriate math vocabulary in context, utilizing visuals and manipulatives, and building understanding through hands-on experiences.	All Staff	visuals, manipulatives, grade level TEKS, PISD on-line curriculum planner	
Cognitively Guided Instruction training for all teachers of mathematics.	District trainers/ campus Math Specialist	Cognitively Guided Instruction book, district training days and materials	
Plan and implement a curriculum night focused on Math.	Math Vertical Team	Bags with math goodies, math games, teacher volunteers, publicity	
Utilize math backpacks for students to check out and use at home to increase math skills.	Math Vertical Team	Backpacks filled with materials and directions for each game, teacher instruction booklets, parent instruction sheet	

Campus Improvement Plan			
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Goal Indicator: Science & Social Studies			
Page			
Student Group: All students/All subgroups			
Action Step	Person Responsible	Resources Required	Date Completed
Overarching questions in each OI displayed for daily use.	All Staff	TEKS, District Curriculum Materials	
"I Wonder" activities accessed and utilized each nine week period as appropriate in each grade level.	All Staff	TEKS, District Curriculum Materials	
All students in grades K-5 will complete an age-appropriate science project to meet grade level expectations with the goal of understanding the scientific process.	K-5 Teachers	TEKS, District Curriculum Materials	
Basic science concepts in the form of demonstration made a part of the weekly campus broadcast utilizing Science Club students.	All Staff	TEKS, District Curriculum Materials, Science Club	
All teachers will provide students with opportunities for hands-on investigations.	All Staff	TEKS, District Curriculum Materials	
Utilize scientific vocabulary throughout the academic day.	All Staff	TEKS, District Curriculum Materials	
All students in grades K-5 will utilize and maintain a science notebook to record observations, reflections, investigations and experiments.	All Staff	TEKS, District Curriculum Materials	
Each grade level team will discuss special projects for the year (including Science Fair, History Fair, poster contests, etc.) during Parent Information Night and grade level newsletters.	All Staff	TEKS, District Curriculum Materials	
Weekly meetings with grade-level teams (monolingual/bilingual), curriculum specialists, and special education to dispense information for instruction and to model curriculum planning.	Curriculum Team, K-5 Teachers, Special Ed. Teachers	Time, Space, TEKS, District Curriculum and Materials	
District curriculum is supported to assure appropriate TEKS are taught, monitored, and mastered.	All Staff	TEKS, District Curriculum and Materials	
List the TEKS in daily lesson plans for each instructional piece and teach to the verb of each TEK.	All Staff	TEKS, District Curriculum and Materials	
Utilize Margaret Kilgo's Levels of Questions throughout the teaching day in ALL subject areas.	All Staff	TEKS, District Curriculum and Materials, Question Prompts & posters	

Campus Improvement Plan			
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Goal Indicator: Citizenship			
Page			
Student Group: All students			
Action Step	Person Responsible	Resources Required	Date Completed
Establish a Positive Behavior Support Team to teach, support, and routinely evaluate the new approach to student discipline implemented.	PBS Team	Creative thinking, posters, powerpoints, examples, staff participation, Bobcat Bucks, Positive Office Referrals, Office Managed Behavior, Classroom Managed Behavior, rewards	
Develop and implement a school wide plan for teaching and reinforcing positive cafeteria expectations and behaviors, reinforced with the school wide discipline management plan.	All Staff	Powerpoint, lessons to teach and reinforce appropriate cafeteria behaviors, cup system	
Continue strong communication between school and home in assisting parents with their child's inappropriate behaviors.	All Staff	Campus communication tools-phone calls, letters, Principal's Points, PTA newsletter, Phone Messenger, e-News, flyers, etc.	
Memorial will uphold a "No Tolerance" philosophy to violent behaviors.	All Staff	School-wide behavior expectations and natural consequences	
Introduce Resiliency as a campus belief and practice.	All Staff	Staff Training	
Enforce the Campus Management Plans in ALL areas of the campus.	All Staff	Staff Training	
Schedule a week long offering of "Drug-Free" activities through our Red Ribbon Program.	Counselor	Red bands to distribute to students, District program on drug awareness, puppet shows daily on the Morning Broadcast, student and staff dress up days	
Organize Character and Citizenship assemblies every nine weeks to celebrate student behavioral and academic success.	C & C Committee	Awards and certificates for students, monthly lunch for Principal Scholars, power point	
Organize Bobcat Assemblies every month where there is not a C & C assembly to celebrate birthdays and Most Improved students.	C & C Committee	Awards and certificates for students, powerpoint	
Conduct classroom guidance and small group guidance to teach and discuss appropriate student behaviors.	Counselor	Time, space, teaching materials, parent permission	

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Goal Indicator: Attendance		Page	
Student Group: All students			
Action Step	Person Responsible	Resources Required	Date Completed
Monitor daily attendance of each student.	K-5 teachers	Electronic attendance program, District and campus communication tools	
Make appropriate and timely parental contacts when students are absent/tardy. Send written attendance notifications as outlined in the campus attendance plan.	K-5 teachers, Front Office Staff, Administrators	Electronic attendance program, District and campus communication tools	
Monitor medical conditions and needs of students in conjunction with parents.	K-5 teachers, nurse, administrators	Electronic attendance program, District and campus communication tools	
File truancy notices as outlined in the Texas Attendance Code.	counselor	Electronic attendance program, District and campus communication tools	
Work very closely with students/parents experiencing attendance problems.	K-5 teachers, administrators, counselor	Phone calls, letters, e-mail, and conferences with parents.	
Provide attendance incentives at periodic intervals and at the end of the year.	All staff	Certificates, awards for students	

Campus Professional Development Hours 2007 - 2008

Campus: Memorial Elementary

Please indicate the Dates, Times, Number of Hours and Topics and related Campus Improvement Plan Goals you will include as your 6 hours of Campus Professional Development Hours (PDH) as submitted to Professional Development in June. Include your approved early release day topics.

Date	Time	PDH	Topic
1 8/21/2007	8:00- 4:00	7	<p style="text-align: center;">Positive Behavior Supports</p> <p>Related CIP Goal: All students will develop and display positive character traits exhibiting responsible behaviors toward themselves and others, including the prevention of drug use and violence.</p>
2 9/12/2007	3:00- 4:00	1	<p style="text-align: center;">Diversity: Round Table Discussion</p> <p>Related CIP Goal: All students will develop and display positive character traits exhibiting responsible behaviors toward themselves and others, including the prevention of drug use and violence.</p>
3 10/10/2007	3:00- 4:00	1	<p style="text-align: center;">School wide Tutoring Program</p> <p>Related CIP Goal: Proficiency rate will meet targeted expectations in Reading, Writing, Math, and Science.</p>
4 11/14/2007	3:00- 4:00	1	<p style="text-align: center;">Bullying & Child Abuse</p> <p>Related CIP Goal: All students will develop and display positive character traits exhibiting responsible behaviors toward themselves and others, including the prevention of drug use and violence.</p>
5 12/12/2007	3:00- 4:00	1	<p style="text-align: center;">PACE Update Training</p> <p>Related CIP Goal: Proficiency rate will meet targeted expectations in Reading, Writing, Math, and Science.</p>
6 2/13/2008	3:00- 4:00	1	<p style="text-align: center;">Bullying</p> <p>Related CIP Goal: All students will develop and display positive character traits exhibiting responsible behaviors toward themselves and others, including the prevention of drug use and violence.</p>

7 3/12/2008	3:00- 4:00	1	Differentiation Related CIP Goal: Proficiency rate will meet targeted expectations in Reading, Writing, Math, and Science.
8 4/9/2008	3:00- 4:00	1	Diversity Learning Experience Related CIP Goal: All students will develop and display positive character traits exhibiting responsible behaviors toward themselves and others, including the prevention of drug use and violence.

Early Release Day Topics and related CIP Goal:

Day One: PBS, Lesson Planning

All students will develop and display positive character traits exhibiting responsible behaviors toward themselves and others, including the prevention of drug use and violence.

Day Two: Science TAKS Analysis, Vertical Team meetings

Proficiency rate will meet targeted expectations in Science.

Day Three: Guided Reading, Team Building

Proficiency rate will meet targeted expectations in Reading.

Day Four: Diversity, PACE Training

Proficiency rate will meet targeted expectations in Reading, Writing, Math, and Science.

The School Based Improvement Committee approved this plan on:

Date

Principal's Signature

Annual Report 2007 Campus Improvement Plan: Memorial Elementary
Name of School

Budget Implications: 2007-2008

Please explain with dollar amounts included, any implications of the CIP Long Term Campus Performance Goals for the PISD Budget in the **upcoming** budget cycle for **2007-2008**. These implications will be presented to the District Improvement Council as they study budget recommendations to the Superintendent and Board for the 2007-2008 budget.

Goal	Budget Implication	Amount
Reading	Levels of Questions posters	30.00
Reading	KWL charts, Strategies for Unknown Words posters	60.00
Reading	New Teacher motivational materials	30.00
Reading	Informational texts & storage	200.00
Reading	Snack budget for tutoring program	200.00
Reading	Curriculum Night publicity and bags	50.00
Writing	Writing folders	50.00
Math	Curriculum Night publicity and bags	50.00
Science	Copies for Overarching questions & "I Wonder"	20.00
Science	Labels for scientific tools	10.00
Science	Curriculum Night publicity and bags	50.00
Character	Posters of School Expectations	50.00
Character	Bobcat Bucks	200.00
Character	Office & Classroom Managed Reports	30.00
Character	Plastic cups	10.00
Character	Red Ribbon Week bracelets	180.00
Character	Student rewards, certificates, medals, etc.	1,000.00
Character	The Bully Free Classroom materials	450.00
Attendance	Certificates	50.00

Waivers

Please list any **campus specific** waivers the campus had in place for the 2006-2007 school year and any that are in place for the 2007-2008 school year.

- TEA Waiver for Accountability rating (2006-2007)

School Awards

Please list any awards or recognition your campus has received during the past year.

- Gold Performance Acknowledgement in Attendance

Please submit 4 copies of the Annual Report to the Cluster Area Asst. Superintendent by October 31st.

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Goal: Writing

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Student Group: All Students/ All demographic groups

Action Step	Person / Team Responsible	Resources Required	Time Required For Completion
Weekly meetings with grade-level teams (monolingual/bilingual), curriculum specialists, and special education to dispense information for instruction and to model curriculum planning.	Curriculum Team, K-5 Teachers, Special Ed. Teachers	Time, Space, TEKS, District Curriculum and Materials	Ongoing throughout school year
District curriculum is supported to assure appropriate TEKS are taught, monitored, and mastered.	All Staff	TEKS, District Curriculum and Materials	Ongoing throughout school year
List the TEKS in daily lesson plans for each instructional piece and teach to the verb of each TEK.	All Staff	TEKS, District Curriculum and Materials	Ongoing throughout school year
Utilize Margaret Kilgo's Levels of Questions throughout the teaching day in ALL subject areas.	All Staff	TEKS, District Curriculum Materials, Question prompts & posters	Ongoing throughout school year
Targeted skills to be included on each lesson plan segment to guide new teachers and substitutes.	All Staff	TEKS, District Curriculum and Materials	Ongoing throughout school year
Weekly lesson plans shared with all staff electronically.	All Staff	TEKS, District Curriculum and Materials, technology training	Ongoing throughout school year
New teachers receive continued support through campus mentoring program.	New teacher coordinator, administration	TEKS, District Curriculum and Materials, time, space, and motivational materials	Ongoing throughout school year
School-wide delivery of curriculum methods which directly teach the Writing Process and reinforce the 6-Traits of Writing to expedite instruction.	All Staff	TEKS, District Curriculum Materials, training	Ongoing throughout school year
Strengthen the reading-writing connection through lesson planning, modeling instruction by curriculum team, and implementation in all grade levels.	All Staff	TEKS, District Curriculum and Materials	Ongoing throughout school year
Require students to write complete sentences and use appropriate handwriting skills in written response to Integrated Activity Logs and subject area journals/ notebooks.	All Staff	TEKS, District Curriculum and Materials, journals	Ongoing throughout school year

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Goal: Writing

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Student Group: All Students/ All demographic groups

Action Step	Person / Team Responsible	Resources Required	Time Required For Completion
Provide informational texts, including Science, for read-alouds at least two days a week as well as browsing boxes.	All Staff	TEKS, District Curriculum and Materials, experiential and age appropriate literature, classroom storage	Ongoing throughout school year
Provide professional development training for ALL staff in PAR, AIM, CGI, G/T, "Framework for Understanding Poverty", and differentiation.	All Staff	District and campus training, materials supplied by district	Ongoing throughout school year
Consistent use of State and District assessment data to determine instruction.	All Staff	TEKS, District Curriculum and Materials, training in assessment interpretation	Ongoing throughout school year
STAR & Bobcat tutorial programs will address students' academic needs who are identified through program criteria. Tutorials occur after school three days a week.	All Staff	Resources provided through STAR program, increased snack budget, time, space, volunteer hours from staff, extra instructional resources	October 2007 - April 2008
Writer's Workshop will be implemented in grades 2-5 to model appropriate writing instruction and to ensure all students receive adequate writing instruction.	Staff who support grades 2-5	TEKS, District Curriculum Materials, writing folders, easel, pencils	Fall 2007
Plan and implement a curriculum night focused on Writing.	Reading & Writing Vertical Teams	Bags with books, teacher volunteers, publicity	Fall 2007

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Goal: Science

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Student Group: All Students/ All demographic groups

Action Step	Person / Team Responsible	Resources Required	Time Required For Completion
Overarching questions in each OI displayed for daily use.	All Staff	TEKS, District Curriculum Materials	Ongoing throughout school year
"I Wonder" activities accessed and utilized each nine week period as appropriate in each grade level.	All Staff	TEKS, District Curriculum Materials	Ongoing throughout school year
All students in grades K-5 will complete an age-appropriate science project to meet grade level expectations with the goal of understanding the scientific process.	K-5 Teachers	TEKS, District Curriculum Materials	Jan-08
Basic science concepts in the form of demonstration made a part of the weekly campus broadcast utilizing Science Club students.	All Staff	TEKS, District Curriculum Materials, Science Club	Ongoing throughout school year
All teachers will provide students with opportunities for hands-on investigations.	All Staff	TEKS, District Curriculum Materials	Ongoing throughout school year
Utilize scientific vocabulary throughout the academic day.	All Staff	TEKS, District Curriculum Materials	Ongoing throughout school year
All students in grades K-5 will utilize and maintain a science notebook to record observations, reflections, investigations and experiments.	All Staff	TEKS, District Curriculum Materials	Ongoing throughout school year
Each grade level team will discuss special projects for the year (including Science Fair, History Fair, poster contests, etc.) during Parent Information Night and grade level newsletters.	All Staff	TEKS, District Curriculum Materials	Ongoing throughout school year
Weekly meetings with grade-level teams (monolingual/bilingual), curriculum specialists, and special education to dispense information for instruction and to model curriculum planning.	Curriculum Team, K-5 Teachers, Special Ed. Teachers	Time, Space, TEKS, District Curriculum and Materials	Ongoing throughout school year
District curriculum is supported to assure appropriate TEKS are taught, monitored, and mastered.	All Staff	TEKS, District Curriculum and Materials	Ongoing throughout school year

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Goal: Science

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Student Group: All Students/ All demographic groups

Action Step	Person / Team Responsible	Resources Required	Time Required For Completion
List the TEKS in daily lesson plans for each instructional piece and teach to the verb of each TEK.	All Staff	TEKS, District Curriculum and Materials	Ongoing throughout school year
Utilize Margaret Kilgo's Levels of Questions throughout the teaching day in ALL subject areas.	All Staff	TEKS, District Curriculum and Materials, Question Prompts & posters	Ongoing throughout school year
Utilize KWL charts and Strategies for Unknown Words posters to support teachers and students to learn new strategies for reading experiential text..	All Staff	TEKS, District curriculum and Materials, posters	Ongoing throughout school year
Targeted skills to be included on each lesson plan segment to guide new teachers and substitutes.	All Staff	TEKS, District Curriculum and Materials	Ongoing throughout school year
Weekly lesson plans shared with all staff electronically.	All Staff	TEKS, District Curriculum and Materials, technology training	Ongoing throughout school year
New teachers receive continued support through campus mentoring program.	New teacher coordinator, administration	TEKS, District Curriculum and Materials, time, space, and motivational materials	Ongoing throughout school year
School-wide delivery of curriculum methods.	All Staff	TEKS, District Curriculum and Materials	Ongoing throughout school year
Require students to write complete sentences and use appropriate handwriting skills in written response to Integrated Activity Logs and subject area journals/ notebooks.	All Staff	TEKS, District Curriculum and Materials, journals	Ongoing throughout school year
Provide informational texts, including Science, for read-alouds at least two days a week as well as browsing boxes.	All Staff	TEKS, District Curriculum and Materials, experiential and age appropriate literature, classroom storage	Ongoing throughout school year
Utilize the district Curriculum Planner to access teaching materials adapted for above and below level learners.	All Staff	TEKS, District Curriculum and Materials, access	Ongoing throughout school year

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Goal: Science

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Student Group: All Students/ All demographic groups

Action Step	Person / Team Responsible	Resources Required	Time Required For Completion
STAR & Bobcat tutorial programs will address students' academic needs who are identified through program criteria. Tutorials occur after school three days a week.	All Staff	Resources provided through STAR program, increased snack budget, time, space, volunteer hours from staff, extra instructional resources	October 2007 - April 2008
Plan and implement a curriculum night focused on Science and Technology.	Integrated & Technology Vertical Teams	Bags with science manipulatives, teacher volunteers, publicity	Fall 2007
Use the trophy cases to display and label scientific tools.	Integrated Vertical Team	Science tools, labels, trophy case	Ongoing throughout school year

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Goal: Reading

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Student Group: All Students/ All demographic groups

Action Step	Person / Team Responsible	Resources Required	Time Required For Completion
Weekly meetings with grade-level teams (monolingual/bilingual), curriculum specialists, and special education to dispense information for instruction and to model curriculum planning.	Curriculum Team, K-5 Teachers, Special Ed. Teachers	Time, Space, TEKS, District Curriculum and Materials	Ongoing throughout school year
District curriculum is supported to assure appropriate TEKS are taught, monitored, and mastered.	All Staff	TEKS, District Curriculum and Materials	Ongoing throughout school year
List the TEKS in daily lesson plans for each instructional piece and teach to the verb of each TEK.	All Staff	TEKS, District Curriculum and Materials	Ongoing throughout school year
Utilize Margaret Kilgo's Levels of Questions throughout the teaching day in ALL subject areas.	All Staff	TEKS, District Curriculum and Materials, Question Prompts & posters	Ongoing throughout school year
Utilize KWL charts and Strategies for Unknown Words posters to support teachers and students to learn new strategies for reading.	All Staff	TEKS, District curriculum and Materials, posters	Ongoing throughout school year
Targeted skills to be included on each lesson plan segment to guide new teachers and substitutes.	All Staff	TEKS, District Curriculum and Materials	Ongoing throughout school year
Weekly lesson plans shared with all staff electronically.	All Staff	TEKS, District Curriculum and Materials, technology training	Ongoing throughout school year
New teachers receive continued support through campus mentoring program.	New teacher coordinator, administration	TEKS, District Curriculum and Materials, time, space, and motivational materials	Ongoing throughout school year
School-wide delivery of curriculum methods.	All Staff	TEKS, District Curriculum and Materials	Ongoing throughout school year
Strengthen the reading-writing connection through lesson planning, modeling instruction by curriculum team, and implementation in all grade levels.	All Staff	TEKS, District Curriculum and Materials	Ongoing throughout school year

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Goal: Reading

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Student Group: All Students/ All demographic groups

Action Step	Person / Team Responsible	Resources Required	Time Required For Completion
Require students to write complete sentences and use appropriate handwriting skills in written response to Integrated Activity Logs and subject area journals/ notebooks.	All Staff	TEKS, District Curriculum and Materials, journals	Ongoing throughout school year
Provide informational texts, including Science, for read-alouds at least two days a week as well as browsing boxes.	All Staff	TEKS, District Curriculum and Materials, experiential and age appropriate literature, classroom storage	Ongoing throughout school year
Provide professional development training for ALL staff in PAR, AIM, CGI, G/T, "Framework for Understanding Poverty", and differentiation.	All Staff	District and campus training, materials supplied by district	Ongoing throughout school year
Consistent use of State and District assessment data to determine instruction.	All Staff	TEKS, District Curriculum and Materials, training in assessment interpretation	Ongoing throughout school year
STAR & Bobcat tutorial programs will address students' academic needs who are identified through program criteria. Tutorials occur after school three days a week.	All Staff	Resources provided through STAR program, increased snack budget, time, space, volunteer hours from staff, extra instructional resources	October 2007 - April 2008
Encourage students to attend the Bobcat Reading Club between 7:00-7:30 to read for enjoyment and independently.	All Staff	Space, supervision, modeling, books	Ongoing throughout school year
Plan and implement a curriculum night focused on Reading and Writing.	Reading & Writing Vertical Teams	Bags with books, teacher volunteers, publicity	Fall 2007

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Goal: Math

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Student Group: All Students/ All demographic groups

Action Step	Person / Team Responsible	Resources Required	Time Required For Completion
Utilize AIM curriculum in a small group instructional setting a minimum of twice a week in grades 3-5.	Grade Level Teachers	Aim curriculum guide and AIM toolkits	Ongoing throughout school year
AIM identified students receive small group targeted instruction a minimum of twice a week in grades K-2.	Grade Level Teachers	PISD on-line curriculum planner and student toolkits	Ongoing throughout school year
STAR & Bobcat tutorial programs will address students' academic needs who are identified through program criteria. Tutorials occur after school three days a week.	All Staff	Resources provided through STAR program, increased snack budget, time, space, volunteer hours from staff, extra instructional resources	October 2007 - May 2008
Increase knowledge and application of grade level appropriate math vocabulary in context, utilizing visuals and manipulatives, and building understanding through hands-on experiences.	All Staff	visuals, manipulatives, grade level TEKS, PISD on-line curriculum planner	Ongoing throughout school year
Cognitively Guided Instruction training for all teachers of mathematics.	District trainers/ campus Math Specialist	Cognitively Guided Instruction book, district training days and materials	Spring 2008
Plan and implement a curriculum night focused on Math.	Math Vertical Team	Bags with math goodies, math games, teacher volunteers, publicity	Fall 2007
Utilize math backpacks for students to check out and use at home to increase math skills.	Math Vertical Team	Backpacks filled with materials and directions for each game, teacher instruction booklets, parent instruction sheet	Fall 2007
District curriculum is supported to assure appropriate TEKS are taught, monitored, and mastered.	All Staff	TEKS, District Curriculum and Materials	Ongoing throughout school year
Weekly meetings with grade-level teams (monolingual/bilingual), curriculum specialists, and special education to dispense information for instruction and to model curriculum planning.	Curriculum Team, K-5 Teachers, Special Ed. Teachers	Time, Space, TEKS, District Curriculum and Materials	Ongoing throughout school year
District curriculum is supported to assure appropriate TEKS are taught, monitored, and mastered.	All Staff	TEKS, District Curriculum and Materials	Ongoing throughout school year

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Goal: Math

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Student Group: All Students/ All demographic groups

Action Step	Person / Team Responsible	Resources Required	Time Required For Completion
List the TEKS in daily lesson plans for each instructional piece and teach to the verb of each TEK.	All Staff	TEKS, District Curriculum and Materials	Ongoing throughout school year
Utilize Margaret Kilgo's Levels of Questions throughout the teaching day in ALL subject areas.	All Staff	TEKS, District Curriculum Materials, Question prompts & posters	Ongoing throughout school year
Targeted skills to be included on each lesson plan segment to guide new teachers and substitutes.	All Staff	TEKS, District Curriculum and Materials	Ongoing throughout school year
Weekly lesson plans shared with all staff electronically.	All Staff	TEKS, District Curriculum and Materials, technology training	Ongoing throughout school year
New teachers receive continued support through campus mentoring program.	New teacher coordinator, administration	TEKS, District Curriculum and Materials, time, space, and motivational materials	Ongoing throughout school year

Campus Improvement Plan

Document B

2007-2008

Goal: Character & Citizenship

Page ___ of ___

Student Group: All Students/ All demographic groups

Action Step	Person / Team Responsible	Resources Required	Time Required For Completion
Establish a Positive Behavior Support Team to teach, support, and routinely evaluate the new approach to student discipline implemented.	PBS Team	Creative thinking, posters, power points, examples, staff participation, Bobcat Bucks, Positive Office Referrals, Office Managed Behavior, Classroom Managed Behavior, rewards	Summer 2007
Develop and implement a school wide plan for teaching and reinforcing positive cafeteria expectations and behaviors, reinforced with the school wide discipline management plan.	All Staff	Power point, lessons to teach and reinforce appropriate cafeteria behaviors, cup system	Summer 2007
Continue strong communication between school and home in assisting parents with their child's inappropriate behaviors.	All Staff	Campus communication tools-phone calls, letters, Principal's Points, PTA newsletter, Phone Messenger, e-News, flyers, etc.	Ongoing throughout school year
Memorial will uphold a "No Tolerance" philosophy to violent behaviors.	All Staff	School-wide behavior expectations and natural consequences	Ongoing throughout school year
Introduce Resiliency as a campus belief and practice.	All Staff	Staff Training	Ongoing throughout school year
Enforce the Campus Management Plans in ALL areas of the campus.	All Staff	Staff Training	Ongoing throughout school year
Schedule a week long offering of "Drug-Free" activities through our Red Ribbon Program.	Counselor	Red bands to distribute to students, District program on drug awareness, puppet shows daily on the Morning Broadcast, student and staff dress up days	Oct-07
Organize Character and Citizenship assemblies every nine weeks to celebrate student behavioral and academic success.	C & C Committee	Awards and certificates for students, monthly lunch for Principal Scholars, power point	Summer 2007
Organize Bobcat Assemblies every month where there is not a C & C assembly to celebrate birthdays and Most Improved students.	C & C Committee	Awards and certificates for students, power point	Summer 2007
Conduct classroom guidance and small group guidance to teach and discuss appropriate student behaviors.	Counselor	Time, space, teaching materials, parent permission	Ongoing throughout school year

Campus Improvement Plan

Document B

2007-2008

Goal: Character & Citizenship

Page ___ of ___

Student Group: All Students/ All demographic groups

Action Step	Person / Team Responsible	Resources Required	Time Required For Completion
As required by HB 283, the campus bullying prevention and education plans will be implemented for both students and staff.	Counselor, Administration	Time, space, teaching materials, flyers	Ongoing throughout school year

Campus Improvement Plan

Document B

2007-2008

Goal: Attendance

Page ___ of ___

Student Group: All Students/ All demographic groups

Action Step	Person / Team Responsible	Resources Required	Time Required For Completion
Monitor daily attendance of each student.	K-5 teachers	Electronic attendance program, District and campus communication tools	Ongoing throughout school year
Make appropriate and timely parental contacts when students are absent/tardy. Send written attendance notifications as outlined in the campus attendance plan.	K-5 teachers, Front Office Staff, Administrators	Electronic attendance program, District and campus communication tools	Ongoing throughout school year
Monitor medical conditions and needs of students in conjunction with parents.	K-5 teachers, nurse, administrators	Electronic attendance program, District and campus communication tools	Ongoing throughout school year
File truancy notices as outlined in the Texas Attendance Code.	counselor	Electronic attendance program, District and campus communication tools	Ongoing throughout school year
Work very closely with students/parents experiencing attendance problems.	K-5 teachers, administrators, counselor	Phone calls, letters, e-mail, and conferences with parents.	Ongoing throughout school year
Provide attendance incentives at periodic intervals and at the end of the year.	All staff	Certificates, awards for students	Ongoing throughout school year

Goal: Discipline management program must provide for prevention of and education concerning unwanted physical or verbal aggression, sexual harassment, and other forms of bullying in school, on school grounds and in school vehicles. (HB 283)

Group: All Staff Memorial Elementary 2007-2008

Action Step	Person(s) Responsible	Due Date	Resources Required	Date Completed	Summative Evaluation
<p>Prevention:</p> <p>Prevention strategies and techniques.</p> <p>Identify and monitor high risk areas and times</p>	<p>Counselor, Assistant Principal, Principal</p> <p>All Staff</p>	<p>February, 2008</p> <p>On-going</p>	<p>Positive Behavior Supports</p> <p>Bullyproofing Your School</p>		
<p>Education:</p> <p>Staff in-service on HB283: Bullying and other forms of harassment.</p> <p>Bully-free classrooms and communities.</p>	<p>Counselor, Assistant Principal, Principal</p> <p>Counselor, Assistant Principal, Principal</p>	<p>November, 2007</p>	<p>Staff Development: Building Respectful Schools and Classrooms, The Bully Free Classroom</p>		
<p>Intervention:</p> <p>Develop and implement a specific plan for handling student bullying and harassment.</p> <p>Counselor will work with students in small group settings.</p> <p>Other interventions and discipline strategies as necessary.</p>	<p>Principal, Assistant Principal, Counselor</p> <p>Counselor</p> <p>Administrative staff Teachers</p>	<p>November, 2007</p> <p>As needed</p> <p>As needed</p>	<p>State and district requirements for bullying and harassment</p> <p>Positive Behavior Supports</p> <p>Materials appropriate for small groups</p> <p>Parent/Student Handbook</p> <p>Student Code of Conduct</p>		

Goal: Discipline management program must provide for prevention of and education concerning unwanted physical or verbal aggression, sexual harassment, and other forms of bullying in school, on school grounds and in school vehicles. (HB 283)					
Group: All Students Memorial Elementary 2007-2008					
Action Step	Person(s) Responsible	Due Date	Resources Required	Date Completed	Summative Evaluation
<p>Prevention: Clear student expectations of desired behaviors.</p> <p>Strategies to handle and/or avoid bullying behaviors.</p> <p>Materials for parents to talk with their students about resiliency against bullying.</p>	<p>Counselor, classroom teachers</p> <p>Counselor, Principal</p> <p>Counselor, Principal</p>	<p>Ongoing, starting August, 2007</p> <p>Ongoing, starting September, 2007</p> <p>As needed</p>	<p>Student Code of Conduct Parent/Student Handbook</p> <p>Be Cool Series (K-2) Stand Up Against Bullies series (3-5)</p> <p>40 Developmental Assets, Bully Proofing Your Child</p>		
<p>Education: Lessons on how to recognize bullying behaviors and what to do.</p> <p>Principal will hold an informational assembly to address bullying and other forms of harassment and referral process.</p> <p>Written notification of bullying and harassment guidelines will be sent home to parents.</p>	<p>Counselor, classroom teachers</p> <p>Principal, All staff</p> <p>Principal, office staff</p>	<p>May, 2008</p> <p>January, 2008</p> <p>December, 2007</p>	<p>Be Cool Series Stand Up Against Bullies series The Bully Free Classroom</p> <p>PISD Student Code of Conduct, State of Texas law, PISD District policy</p> <p>PISD Student Code of Conduct, State of Texas law, PISD District policy, Positive Behavior Supports</p>		

<p>Intervention:</p> <p>Small group counseling. Students who are demonstrating bullying behaviors will complete targeted activities under administrative supervision.</p> <p>Communication with parents regarding incidents.</p> <p>Appropriate interventions and discipline strategies as necessary.</p>	<p>Principal, Assitant Principal, Counselor, classroom teachers</p> <p>All staff</p> <p>Counselor, classroom teachers</p>	<p>As needed</p> <p>As needed</p> <p>As needed</p>	<p>Be Cool Series</p> <p>Stand Up Against Bullies series</p> <p>The Bully Free Classroom</p> <p>Conquering Bullies</p>		
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Campus		MEMORIAL ELEMENTARY						
		Goal	Plan Page Reference	Target	Range	Formative Measure	Summative Measure	Improvement Measure
		Due by October 31, 2007						
		Due by Feb. 28, 2008						
		Due by May 30, 2008						
Reading - No State Act								
All students		Proficiency rate will meet targeted expectations.	Pg. 1-2	80	65 - 83			
All students		Commended rate will meet targeted expectations.						
African American		Proficiency rate will meet targeted expectations.	Pg. 1-2	71	61 - 76			
African American		Commended rate will meet targeted expectations.						
Hispanic		Proficiency rate will meet targeted expectations.	Pg. 1-2	77	61 - 82			
Hispanic		Commended rate will meet targeted expectations.						
White		Proficiency rate will meet targeted expectations.	Pg. 1-2	87	75 - 89			
White		Commended rate will meet targeted expectations.						
Econ Disadv		Proficiency rate will meet targeted expectations.	Pg. 1-2	76	63 - 80			
Econ Disadv		Commended rate will meet targeted expectations.						
Writing								
All students		Proficiency rate will meet targeted expectations.	Pg. 3-4	86	83 - 88			
All students		Commended rate will meet targeted expectations.						
African American	11	Proficiency rate will meet targeted expectations.						
African American		Commended rate will meet targeted expectations.						
Hispanic		Proficiency rate will meet targeted expectations.	Pg. 3-4	86	81 - 87			
Hispanic		Commended rate will meet targeted expectations.						
White	20	Proficiency rate will meet targeted expectations.						
White		Commended rate will meet targeted expectations.						
Econ Disadv		Proficiency rate will meet targeted expectations.	Pg. 3-4	90	85 - 90			
Econ Disadv		Commended rate will meet targeted expectations.						
Mathematics								
All students		Proficiency rate will meet targeted expectations.	Pg. 5-6	85	83 - 86			
All students		Commended rate will meet targeted expectations.						
African American		Proficiency rate will meet targeted expectations.	Pg. 5-6	81	79 - 82			
African American		Commended rate will meet targeted expectations.						
Hispanic		Proficiency rate will meet targeted expectations.	Pg. 5-6	85	82 - 85			
Hispanic		Commended rate will meet targeted expectations.						
White		Proficiency rate will meet targeted expectations.	Pg. 5-6	87	85 - 87			
White		Commended rate will meet targeted expectations.						
Econ Disadv		Proficiency rate will meet targeted expectations.	Pg. 5-6	85	83 - 85			
Econ Disadv		Commended rate will meet targeted expectations.						
Science								
All students		Proficiency rate will meet targeted expectations.	Pg. 7-9	89	86 - 90			
All students		Commended rate will meet targeted expectations.						
African American	13	Proficiency rate will meet targeted expectations.						
African American		Commended rate will meet targeted expectations.						
Hispanic		Proficiency rate will meet targeted expectations.	Pg. 7-9	89	87 - 90			
Hispanic		Commended rate will meet targeted expectations.						
White	22	Proficiency rate will meet targeted expectations.						
White		Commended rate will meet targeted expectations.						
Econ Disadv		Proficiency rate will meet targeted expectations.	Pg. 7-9	87	86 - 87			
Econ Disadv		Commended rate will meet targeted expectations.						
Attendance								
All students		Maintain the school wide attendance rate.	Pg. 15	97				
African American		Maintain the school wide attendance rate.	Pg. 15	97				
Hispanic		Maintain the school wide attendance rate.	Pg. 15	97				
White		Maintain the school wide attendance rate.	Pg. 15	97				
Econ Disadv		Maintain the school wide attendance rate.	Pg. 15	97				
Citizenship								
All students		All students will develop and display positive character traits exhibiting responsible behaviors toward themselves and others, including the prevention of drug use and violence.	Pg. 10-14					

2007-2008 CIP Evaluation Form
Document A

Campus		MEMORIAL ELEMENTARY						
Goal		Plan Page Reference	Target	Range	Formative Measure	Summative Measure	Improvement Measure	
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