

# **A. C. Williams Elementary School**

## **Campus Improvement Plan 2009-2010**

Commerce Independent School District

Wes Underwood, Principal  
Trish King, Assistant Principal  
Harriet Williams, Counselor

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# Campus Improvement Committee

## 2009-2010

Wes Underwood, Principal  
Trish King, *Assistant Principal*

### ***Teachers/Assistants***

Angela Neal  
Patty Tarrant  
Tina Bronson  
Jackie Orr  
Harriett Williams  
Joyce Pannell

### ***Parents***

Mauricio Cadena  
Pat Williams

### ***Business Representatives***

Judy Anderson  
Kent Holbert

### ***Community Members***

Betty Casselberry  
Jane Langford

### ***District Representative***

Julia Robinson

Responsibilities of Campus Site-Based Decision Making Committee:

1. Assist the principal in formulating campus performance objectives for the 2009-2010 school year.
2. Assist in implementing the plan and monitoring progress toward the achievement of the established performance objectives focused on improving student achievement.
3. Improve student educational outcomes/achievement through goal setting, curriculum, budgeting, staffing patterns, and school organization.
4. Assess the educational outcomes of all students.
5. Assist the principal in establishing academic and other performance objectives for the campus.
6. Ensure that strategies are implemented and adjusted to improve student achievement.

*Goal:* Improve student performance and achievement with decreased discrepancies among sub-populations.

**DISTRICT GOAL #1:**

**CISD will provide exemplary programs to ensure that all students are successful learners.**

**CAMPUS GOAL #1:**

**ACW will be recognized by the Texas Education Agency as an exemplary campus.**

**Campus Strategic Objectives**

1. All student groups will make gains and/or retain a 90% or better passing rate on all state mandated tests.
2. ACW will meet Adequate Yearly Progress requirements as defined by No Child Left Behind (NCLB).
3. The attendance rate for the campus will be maintained at 96% or better.
4. The percentage of students meeting "commended" status on the TAKS test will be at or above the state average.
5. ACW will meet performance requirements of PBMAS data review.

<b>Strategies</b>	<b>Resources</b>	<b>Person(s) Responsible</b>	<b>Review Dates</b>	<b>Monitoring Documentation</b>	<b>School Wide Component</b>
CSO 1,2 Provide after school tutorials and extended year services for those students identified as at-risk.	OEYP Funds; Title I A; III	Curriculum Dir. Principal	Nov. 13; Feb. 26; May 28	Attendance and individual student summaries	SA; I
CSO 1,2 Provide training to teachers working with special education students that supports the TEKS and TAKS.	Local; Title II A; IDEA B - ARRA	Curriculum Dir.; Principal	Nov. 13; Feb. 26; May 28	Implementation of strategies in classrooms	PD
CSO 1,2 Implement TARGET Reading, Math and Science to support student learning.	Local Funds	Principal; Teachers	Nov. 13; Feb. 26; May 28	Implementation of strategies in classrooms	SA; I
CSO 1,2 Implement the problem solving curriculum to increase student problem solving and critical thinking skills.	Local Funds	Principal; Curriculum Dir.	Nov. 13; Feb. 26; May 28	Report to Superintendent	I
CSO 1,2 Provide parent workshops and training to support the acquisition of skills necessary to master grade level curriculum.	Title I A; III; Title I A - ARRA; Local Funds	Principal; Learner Support; Teachers	Nov. 13; Feb. 26; May 28	Workshop sign-in sheets	PI
CSO 1,2,3,4 Provide flexibility in scheduling to allow for accelerated instruction / intervention with students identified as "at-risk" for reading difficulties. (i.e. small groups; extended day program)	Title I A; Local Funds	Principal	November 13; February 26; May 28	Operational schedule; student test data; attendance data; identification of at-risk students	I; SA
CSO 1,2,4 Participate in staff development to implement Commerce Curriculum and complete performance indicators to analyze student achievement.	Title I A; II A,D; Local Funds	Principal; Teachers; Curriculum Dir.	November 13; February 26; May 28	Curriculum units; instructional timelines; and criterion referenced tests	PD
CSO 1,2,4 Analyze criterion reference test results to determine area of skill deficit.	Title II D; Local Funds	Princ.; Teachers; Curriculum Dir.	Nov. 13; Feb. 26; May 28	Completed Tests	TAA; CNA
CSO 1,2,4 Utilize curriculum planning days to analyze student achievement.	Title II A; Local Funds	Principal; Teachers	Nov. 13; Feb. 26; May 28	Implementation of strategies in classrooms	TAA
CSO 1,2,4 Develop an assessment portfolio for all students that tracks performance over time.	Local Funds	Principal; Curriculum Dir.	May 28	Student portfolios	CNA; I

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**CISD will provide exemplary programs to ensure that all students are successful learners.**

**CAMPUS GOAL #1:**  
**ACW will be recognized by the Texas Education Agency as an exemplary campus.**

**Campus Strategic Objectives** (same as Goal 1, Page 1)

Strategies	Resources	Person(s) Responsible	Review Dates	Monitoring Documentation	School Wide Component
CSO 1,2,4 Utilize progress monitoring software and systems to determine effectiveness of small group instruction and additional needs.	Title I A - ARRA; IDEA B - ARRA; Local Funds	Principal; Teachers	November 13; February 26; May 28	Progress Monitoring Data	I
CSO 1,2,4 Utilize technology software/hardware to increase student performance on state mandated tests.	Local Funds; T-3 Grant; IDEA B - ARRA;	Principal; Technology Dir.; Curriculum Dir.	November 13; February 26; May 28	Operational	I; RS
CSO 1,2,4,5 Provide research-based, intensive, systematic and sustained staff development to improve student performance.	Title I A; Title II A; Title II D - ARRA; T-3 Grant; ARI/AMI	Principal; Curriculum Dir.	November 13; February 26; May 28	Staff development records; sign-in sheets; student achievement reports	PD
CSO 1,2,5 Partner with CIS to utilize volunteers to provide individual and small group tutorials and interest groups for at-risk students.	Title I A; Local Funds	Principal; Counselor; Secretary	November 13; February 26; May 28	Timesheets and daily logs	CI
CSO 1,2,5 Utilize data management program for data analysis and curriculum planning to improve student achievement.	Local Funds; Title II D	Princ.; Couns.; Tchrs.; Curr. Dir.	Nov. 13; Feb. 26; May 28	Data tables	
CSO 1,2,5 Utilize learner support/Dyslexia/ESL programs to provide small group instruction for at-risk students.	ARI/AMI Funds; Title I A; Local	Principal; Teachers	Nov. 13; Feb. 26; May 28	Student test data	I; SA
CSO 3 Provide early intervention with parents of students who have excessive absences or tardies.	Local Funds	Asst. Principal	Nov. 13; Feb. 26; May 28	Attendance reports	RS
CSO 3 Provide incentives for attendance and behavior.	Local Funds	Asst. Principal	11/13; 2/26; 5/28	Attendance reports	PI; RS
CSO 1,2,4 Add additional math and science web-based programs to supplement curriculum.	Title I A; II A; Local Funds	Principal	October 30	Log-In reports	I
CSO 1,2,4 Implement Families Reading Everyday Initiative at ACW to encourage student literacy.	Local Funds	Principal; Learner Support	Nov. 5 Dec. 17; Feb. 18; April 15	Parent sign-in - documentation	PI; RS
CSO 1,2,4 Work with curriculum facilitator/director to maximize effectiveness of instruction to all students	Local Funds	Principal; Curriculum Dir.	Dec. 17; June 3	Meeting sign-in sheet	I
CSO 1,2,4 Target and move students from TAKS M to TAKS A	Title I A-ARRA; II A; IDEA B-ARRA; Local	Principal; Teachers; Intervention Coach	Dec. 17; Feb. 9	ARD Decision	RS; CNA
CSO 1,2,4 Provide adaptive equipment for special needs students.	IDEA B - ARRA	Principal	Nov. 13; Feb. 26; May 28	Inventory	

**DISTRICT GOAL #2:**

**CISD will maintain and improve facilities and support systems that enhance a positive learning environment and foster student and community pride.**

**CAMPUS GOAL #2:**

**ACW will provide a safe environment conducive to student achievement.**

**Campus Strategic Objectives**

1. The campus will reduce the number of disciplinary referrals resulting in out of classroom placements.
2. The campus will implement age-appropriate strategies to develop self-discipline skills by students.
3. The campus will implement strategies of the District Crisis Management Plan.

<b>Strategies</b>	<b>Resources</b>	<b>Person(s) Responsible</b>	<b>Review Dates</b>	<b>Monitoring Documentation</b>	<b>School Wide Component</b>
CSO 1 Reinforce objectives of character-based education.	Local Funds	Principal; Couns.	11/13; 2/26; 5/28	Scheduling	I
CSO 1,2 Monitor the disciplinary referrals on a six-weeks basis to assure consistency.	PEIMS Report	Asst. Principal	Nov. 13; Feb. 26; May 28	Behavior Log	RS
CSO 1,2 Provide crisis prevention and intervention training to teachers, administrators and paraprofessionals.	Local Funds	Tri-County Coop.; Principal	Nov. 13; Feb. 26; May 28	Attendance documentation; certification documentation	CNA
CSO 1,2 Establish Core Team as required by the Texas Behavior Support Initiative (TBSI) and participate in appropriate training.	Local Funds	Tri-County Coop.; Principal	November 13; February 26; May 28	Campus Core Teams; documentation of training	RS
CSO 1,2 Participate in the PBSI focusing on classroom procedures.	Local Funds	Principal; Teachers	Nov. 13; Feb. 26; May 28	PBS documentation	RS; I
CSO 1,2 Provide incentives/rewards for students exhibiting positive behavior in school.	Local Funds	Asst. Principal;	Nov. 13; Feb. 26; May 28	Six-Week Records	
CSO 3 Review and revise emergency procedures for fire, weather, evacuation, and lock-down.	Local Funds	Asst. Principal	Nov. 13; Feb. 26; May 28	Audit documentation	
CSO 3 Implement a monitoring system for visitors.	Local Funds	Asst. Pr.; Princ.	11/13; 2/26; 5/28	Visitor Logs	
CSO 3 Conduct safety drills. (fire, tornado, shelter in place)	Local Funds	Principal; Asst. Princ.; Teachers	Nov. 13; Feb. 26; May 28	Documentation log	CNA
CSO 3 Provide CPR training for identified teachers and assistants.	Local Funds	Principal	Nov. 13; Feb. 26; May 28	Certification documentation	
CSO 2 Include School Resource Officer in providing instruction and programs to students concerning good behavior.	Local Funds	Principal; SRO	Dec. 17; June 3	Lesson Plans	
CSO 3 Install and utilize a video cameras in common areas to monitor activity.	Local Funds	Principal; Technology Dir.	Dec. 17; June 3	Purchase Order	
CSO 1,2,3 AC Williams will strive to be a safe and drug free school.	Title IV	Principal	End of each six weeks	PEIMS 425	CNA

**DISTRICT GOAL #3**

CISD will invest resources to ensure that students, parents and the community receive optimal educational services.

**CAMPUS GOAL #3**

ACW will analyze current instructional programs to maximize the effectiveness and efficiency of personnel, facilities and fiscal resources.

**Campus Strategic Objectives**

1. Monitor teacher/student performance including lesson planning and curriculum documents.
2. ACW will encourage certification/training to meet the needs of special populations.

Strategies	Resources	Person(s) Responsible	Review Dates	Monitoring Documentation	School Wide Component
CSO 1 Provide training in data management program to disaggregate TAKS and local assessment data.	Title II A; II D; Local Funds	Principal; Teachers	Nov. 13; Feb. 26; May 28	Documentation of attendance; lesson plans	PD
CSO 1 Implement Skyward parent access for communication between home and school.	Local Funds	Princ.; Asst. Pr.; Teachers	Nov. 13; Feb. 26; May 28	Student data	PI
CSO 1,2 Utilize Accelerated Schools Inquiry Process to direct the work of the Campus Improvement Team and the PBS Team.	Local Funds	Principal; Teachers	November 13; February 26; May 28	CIT/PBS Committee Agendas and findings	RS
CSO 1,2 Implement Voyager and SRA Reading Program in the learner support program.	Title I A; Local; ARI/AMI Funds	Principal; Curr. Dir.; Teachers	Nov. 13; Feb. 26; May 28	Student Data	I; SA
CSO 1,2 Provide staff development in the areas of ESL and GT. Work toward certification for teachers in ESL.	title I A - ARRA; II A,D; Local	Principal; Curr. Dir.; Teachers	Nov. 13; Feb. 26; May 28	Documentation of attendance; certification	PD; HQ
CSO 1,2 Utilize Staff Meetings as updates on staff development. (AR, 4-Square, Guided Reading, Math)	Local Funds	Principal; Curr. Dir.; Teachers	Nov. 13; Feb. 26; May 28	Documentation of attendance	PD; TAA
CSO 1,2 Provide high quality training for all teachers to use and implement new technologies in the classroom to differentiate the instruction and allow for additional accommodations of special education students. New technologies include interactive whiteboards, document cameras, and projectors.	Local Funds; Title I A; II A,D; III; T-3 Grant; IDEA B - ARRA; Title I A - ARRA	Principal; Curriculum Director	Dec. 17; June 3	Documentation of attendance	PD; RS
CSO 1,2 Use supplemental intervention materials to help aid students in academics and behavior.	Title I A; II A; III; IDEA B - ARRA; Title I A - ARRA	Principal.; RTI Committee; Campus Intervention Coach	Dec. 17; June 3	RTI Documentation and minutes	RS

**DISTRICT GOAL #3**

CISD will invest resources to ensure that students, parents and the community receive optimal educational services.

**CAMPUS GOAL #3**

ACW will analyze current instructional programs to maximize the effectiveness and efficiency of personnel, facilities and fiscal resources.

**Campus Strategic Objectives (same as Goal 3, Page 1)**

<b>Strategies</b>	<b>Resources</b>	<b>Person(s) Responsible</b>	<b>Review Dates</b>	<b>Monitoring Documentation</b>	<b>School Wide Component</b>
CSO 1, 2 Work with Campus Intervention Coach to increase special ed students' access to general curriculum.	Title I A - ARRA; IDEA B - ARRA	Principal; Campus Intervention Coach	Dec. 17; June 3	RTI Minutes	CNA
CSO 1,2 Use targeted materials for small group instruction.	Title I A; II A	Principal; Curriculum Director	End of each six-weeks	Small group lesson plans	I; SA
CSO 1,2 Use technology to provide special education students with equitable access to the Commerce Curriculum.	Title I A - ARRA; IDEA B - ARRA	Principal; Teachers	End of each Six-Weeks	Lesson Plans; Walkthroughs	I; SA

**DISTRICT GOAL #4:**

**CISD will provide timely, open communication and positive parental and community partnership opportunities in our schools.**

**CAMPUS GOAL #4:**

**ACW will provide opportunities for the involvement of parents and community to enhance student success.**

**Campus Strategic Objectives**

1. ACW will increase the quality of community and parental involvement in the campus.
2. ACW will use community resources to enhance learning activities for students.
3. ACW will raise community awareness of ACW.

<b>Strategies</b>	<b>Resources</b>	<b>Person(s) Responsible</b>	<b>Review Dates</b>	<b>Monitoring Documentation</b>	<b>School Wide Component</b>
CSO 1 Develop principal's e-mail bulletin to parents and community.	Local Funds	GT Teacher	Nov. 13; Feb. 26; May 28	E-mail; News bulletins	PI
CSO 1 Provide translations of school documents for non-English speaking families.	Local Funds	Principals; Teachers	Nov. 13; Feb. 26; May 28	School documents	PI
CSO 1,2,3 Provide parents with multiple sources of information that increase awareness of academic standard. (i.e.. Newsletters, parent access, home communicators)	Local Funds	Principal; Teachers	November 13; February 26; May 28	Grant documentation	PI
CSO 1,2,3 Coordinate with PTO/Community to provide activities that benefit students and parents.	Local Funds	Principal; PTO President	February 26; May 28	Attendance sheets	PI
CSO 1,3 Host a "Report Card Pick-Up Night" to share assessment data and set student goals for the year.	Title I A; Local Funds	Principal	Nov. 13; Feb. 26; May 29	Attendance data	PI
CSO 1,3 Highlight school/community resources for parents during Family Night activities.	Title I A - ARRA; Title I A; Local	Principal; Teachers	Nov. 13; Feb. 26; May 28	Attendance data	PI
CSO 1,3 Implementation of RIF (Reading is Fundamental)	RIF Grant; PTO; Local Funds	Principal; RIF Coordinator	February 26; May 28	RIF Report	PI
CSO 1,3 Implement Families Reading Everyday Initiative at ACW to encourage student literacy.	Local Funds	Principal; Learner Support	Nov. 5; Dec. 17; Feb. 18; April 15; June 3	Reading Logs; AR Reports	PI
CSO 1,2,3 Utilize a school messenger service to communicate with parents via email, text messaging, and automated phone messages.	Local Funds	Principal; Assistant Principal	End of each six weeks	Phone logs	PI
CSO 1 Communicate parent involvement policy to parents through PTO, e-mails, newsletters, and website.	Local Funds	Principal	October 30	Newsletter, e-mails, agendas, website	PI

**DISTRICT GOAL #5:**

**CISD will attract and retain qualified employees by providing competitive benefits, compensation, and the training and tools necessary for success.**

**CAMPUS GOAL #5:**

**ACW will provide employees with training necessary to be successful in the classroom and enhance student achievement.**

**Campus Strategic Objectives**

1. Identify and plan training and staff-development that is aligned with district goals.
2. ACW will meet NCLB Highly Qualified requirements for all teachers.
3. ACW will increase faculty retention by providing appropriate training and resources.

<b>Strategies</b>	<b>Resources</b>	<b>Person(s) Responsible</b>	<b>Review Dates</b>	<b>Monitoring Documentation</b>	<b>School Wide Component</b>
CSO 1,2 Monitor staff development hours electronically.	Local Funds	Teachers Curriculum Dir.	Nov. 13; Feb. 26; May 28	Record of workshops and topics; on-line access	PD
CSO 1,2,3 Provide training to paraprofessionals to meet standards set in NCLB (No Child Left Behind).	Title I A; II A; Local Funds	Personnel Dir.; Principal;	November 13; February 26; May 28	Documentation of training; meeting required standards	PD
CSO 1,3 Provide staff development for staff in identified areas of need. (Mentoring of new staff, grade level planning, reading, math, G/T, technology integration)	Title I A; II A,D; Title I A - ARRA; T-3 Grant	Principal; Teachers	November 13; February 26; May 28	Documentation of attendance	PD; HQ
CSO 1,3 Recognize efforts of teachers through campus recognition/appreciation activities.	Local Funds	Principal; Teachers	Nov. 13; Feb. 26; May 28	Documentation of attendance; required hours attained	
CSO 1,3 Provide resources for teachers to implement the Commerce Curriculum.	Title I A	Principal; Curriculum Dir.	Nov. 13; Feb. 26; May 28	Lesson plans	HQ
CSO 1 Increase the number of teachers with ESL certification.	Title I A - ARRA;	Principal; Curriculum Dir.	Dec. 17; June 3	Teacher Certifications	HQ
CSO 1,2,3 Provide new teachers with an effective mentor program to support continued learning and professional development.	Title II A; Local Funds	Principal	Dec. 17; June 3	Teacher retention	PD; HQ

# A. C. WILLIAMS ELEMENTARY SCHOOL

## Campus Strategic Goals / Objectives

	YES	NO
<b><i>CAMPUS GOAL #1: ACW will be recognized by the Texas Education Agency as a recognized campus.</i></b>		
1. All student groups will make gains an/or retain a 90% or better passing rate on all state mandated tests.		
2. ACW will meet Adequate Yearly Progress requirements as defined by No Child Left Behind (NCLB).		
3. The attendance rate for the campus will be maintained at 96% or better for all students.		
4. The percentage of students meeting "commended" status on the TAKS test will be at or above state average.		
5. ACW will meet performance requirements of PBMAS data review.		
<b><i>CAMPUS GOAL #2: ACW will provide a safe environment conducive to student achievement.</i></b>		
1. The campus will reduce the number of disciplinary referrals resulting in out of classroom placements.		
2. The campus will implement age-appropriate strategies to develop self-discipline skills by students.		
3. The campus will implement strategies of the District Crisis Management Plan.		
<b><i>CAMPUS GOAL #3: ACW will analyze current instructional programs to maximize the effectiveness and efficiency of personnel, facilities, and fiscal resources.</i></b>		
1. Monitor teacher/student performance including lesson planning and curriculum documents.		
2. ACW will encourage certification/training to meet the needs of special populations		
<b><i>CAMPUS GOAL #4: ACW will provide opportunities for the involvement of parents and community to enhance student success.</i></b>		
1. ACW will increase the quality of community and parental involvement in the campus.		
2. ACW will use community resources to enhance learning activities for students.		
3. ACW will raise community awareness of ACW.		
<b><i>CAMPUS GOAL #5: ACW will provide employees with training necessary to be successful in the classroom and enhance student achievement.</i></b>		
1. The campus will identify and plan training and staff-development that is aligned with district goals.		
2. ACW will meet NCLB Highly qualified requirements for all teachers.		
3. ACW will increase faculty retention by providing appropriate training and resources.		

## Title I Schoolwide Components

	<b>Component</b>
CNA	Comprehensive needs assessment
RS	Schoolwide reform strategies
I	Instruction
PD	High-quality and on-going professional development
HQ	Strategies to attract highly qualified teachers
PI	Strategies to increase parent involvement
T	Plans for assisting students in the successful transition from early childhood programs to local elementary schoolwide programs
TAA	Measures to include teachers in decisions regarding the use of academic assessments
SA	Activities to ensure that students who experience difficulty attaining proficiency receive effective and timely additional assistance
CI	Coordination and integration of federal, state and local services and programs