

2009-2010  
Commerce ISD  
District Improvement Plan



**Exemplary  
Expectations**

Blake Cooper, Superintendent  
Commerce Independent School District  
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# **Commerce ISD 2009-2010**

## **District Educational Improvement Council**

### **Blake Cooper, Superintendent**

John Walker, Director of Finance

Julia Robinson, Director of Curriculum, Special Programs & Grants

Ludonna Smithers, Director of Personnel and Communication

Al Shipp, Director of Technology

Jeanne Lay, Secondary Curriculum Facilitator

### **Commerce Elementary Representatives**

Bobbie Thurman, Principal

Kimberly Clark (09-10 / 10-11)

Samantha Bland (09-10)

### **A. C. Williams Elementary Representatives**

Wes Underwood, Principal

Kathy Black (09-10 / 10-11)

Patty Tarrant ( 09-10)

### **Commerce Middle School Representatives**

Patrick Just, Principal

Debora Lytle (09-10 / 10-11)

Lois Pritchard (09-10)

### **Commerce High School Representatives**

Deanna Hays, Assistant Principal

Tina Christian (09-10 / 10-11)

Glenda Henderson ( 09-10)

### **Business Representatives**

Rocky Dority, Brookshire's Grocery Store

Quay Throgmorton, HRC Realty

### **Community Representatives**

Sharon Smith

Dr. Hal Langford

### **Parent Representatives**

CES - Marie Humphries

CES - Veronica Juarez

ACW - Kathleen Hooten

ACW - Jonathan Cadwell

CMS - Niesje Cooper

CMS - Tricia Greim

CHS - Susan Bruton

CHS - Dana Yates

**DISTRICT GOAL #1****CISD will provide exemplary programs to ensure that all students are successful learners.****District Strategic Objectives**

1. All student sub-groups will make gains and/or retain a 90% or better passing rate on all state mandated tests.
2. CISD will meet Adequate Yearly Progress (AYP) requirements as defined by No Child Left Behind (NCLB).
3. The average grade level score for students in K-2 will be at or above grade level as measured by the end of year ITBS test.
4. The attendance rate for the district will be maintained at 96% or better for all students.
5. The completer rate will be maintained at the exemplary level as defined by the Texas Education Agency.
6. The percentage of students meeting "commended" status on the TAKS test will be at or above the state average.
7. CISD will meet performance requirements of the PBMAS data review.
8. 30% of students will graduate with dual-credit or AP credit hours.

<b>Strategies</b>	<b>Title I</b>	<b>Resources</b>	<b>Person(s) Responsible</b>	<b>Review Dates</b>	<b>Monitoring Documentation</b>
DSO 1 Staff will effectively implement and administer formula and discretionary funded programs through participation in workshops, conferences and meetings.	CI	Title I A; Title II A,D; Title III; Title IV; Title I A & II A - ARRA; T-3; ICF; SFSF	Curriculum Dir.; Superintendent; Personnel Dir.	December 2; May 12	Curriculum implementation plan submitted to superintendent and Board of Trustees
DSO 1 Provide principals with data regarding 2009 TAKS performance on each student expectation addressed.	CNA	Local Funds	Curriculum Dir.; Counselors	December 2; May 12	Agenda from data disaggregation meeting
DSO 1,2 Involve staff in planning for the development of placement options for students with disabilities.	TAA	IDEA B	Tchrs.; Princ.; Tri-County Co-Op	December 2; May 12	Records of <i>Teachers Assisting Teachers</i> meetings
DSO 1,2 Continue district staff development plans to implement CSCAPE curriculum, lesson planning, and assessments.	PD RS	Title I A; Title II A, D; Local Funds	Principals; Teachers; Curriculum Dir.	December 2; May 12	Completed curriculum maps, instructional timelines, and criterion referenced tests
DSO 1,2 Provide data analysis tools to campuses. (TAKS, AimsWeb, Wireless Generation, TELPAS, DMAC (Data Management for Assessment and Curriculum))	CNA	Title I A; II A,D; Title II D - ARRA; Local Funds	Curriculum Dir.	December 2; May 12	Software installed and utilized on each campus; asset inventory
DSO 1,2 Provide training to teachers working with special ed students to analyze data to determine goals in curriculum and instruction. Strategies will be developed to meet identified needs.	PD	Title I A; Local Funds; IDEA B - ARRA	Principals; Curriculum Dir.; Campus Intervent. Coach	December 2; May 12	Sign-in sheets; and training agendas
DSO 1,2,3 Provide professional development initiatives for all staff that directly align with the student achievement data.	PD; CI	Title I A; II A,D; III and IV; Local	Principals; Curriculum Dir.	December 2; May 12	Records of staff development
DSO 1,2,3 Implement a comprehensive summer school program that meets the academic needs of students: Not passing TAKS; Remediation; ESL Students; Acceleration; and Credit Recovery	SA	OEYP; Local Funds; Title I A; ARI/AMI	Principals	December 2; May 12	Program proposals, attendance records, payroll and report cards

<b>DISTRICT GOAL #1</b>					
<b>CISD will provide exemplary programs to ensure that all students are successful learners.</b>					
<b>District Strategic Objectives (same as Goal 1, Page 1)</b>					
<b>Strategies</b>	<b>Title I</b>	<b>Resources</b>	<b>Person(s) Responsible</b>	<b>Review Dates</b>	<b>Monitoring Documentation</b>
DSO 1,2,3,6,7 Provide Intervention Coach for district schools.	SA; RS; TAA	IDEA B - ARRA; Title I A - ARRA	Curriculum Dir.	December 2; May 12	Discipline data; meeting agendas; and student performance data
DSO 1,2,3,6,7 Develop and implement district wide intervention procedures that provide small group and one on one support for students.	CNA	IDEA B - ARRA; Title I A - ARRA	Campus Intervention Coach; Campus Support Teams	December 2; May 12	Discipline data; meeting agendas; and student performance data
DSO 1,2,3,6,7 Implement intervention strategies for core academics and behavior, and measure results.		IDEA B - ARRA; Title I A - ARRA	Campus Intervention Coach; Campus Support Teams	December 2; May 12	Discipline data; meeting agendas; and student performance data
DSO 1,2,3,6,7 Provide equipment, materials, software and new technology to campuses to increase the numbers of students with disabilities included in the general ed setting.		IDEA B - ARRA; Title I A - ARRA; Title II D - ARRA; T-3 Grant	Campus Intervention Coach; Campus Support Teams	December 2; May 12	Purchase orders
DSO 1,2,3,6,7 Provide Secondary Curriculum Facilitator for CMS and CHS.	PD I	Title I A - ARRA	Principals; Curriculum Dir.	December 2; May 12	Professional development records; TAKS scores and lesson plans
DSO 1,2,4 Provide accelerated instruction / intervention for at-risk students.		IDEA B; Title I A; OEYP; ARI/AMI	Principals; Student Support Team	December 2; May 12	Records of achievement for students identified as at-risk
DSO 1,2,5 Partner with Communities In Schools - Dallas Region to provide a staff member at each campus.	T CI	Grant Funds; Title I A; II A	Superintendent	December 2; May 12	Contract on file
DSO 1,2,6 Continue benchmarking to determine student progress toward academic standards.	TAA	Title II D; Title II D - ARRA;	Cur. Dir.; Cur. Fac.; Princ.; Teachers	December 2; May 12	Benchmark scores
DSO 1,2,6 Provide research-based, intensive, systematic and sustained staff development that target subgroup populations, including economically disadvantaged and special populations.	CNA	Title I A; II A,D; Title I A & II D-ARRA; Title IV; IDEA B - ARRA	Principals; Campus Intervention Coach; Curriculum Dir.; Curriculum Fac.	December 2; May 12	Staff development records, sign-in sheets, student achievement reports
CSO 1,2,6 Acquire new technology and programs that will allow 21st Century learning opportunities in district classrooms (interactive white boards, document cameras, elmos, laptops, response systems).	CNA	Title I A - ARRA; Title II D; IDEA B - ARRA; T-3 Grant	Principal; Technology Dir.; Curriculum Dir.	December 2; May 12	Asset inventory

**DISTRICT GOAL #1****CISD will provide exemplary programs to ensure that all students are successful learners.****District Strategic Objectives** (same as Goal 1, Page 1)

<b>Strategies</b>	<b>Title I</b>	<b>Resources</b>	<b>Person(s) Responsible</b>	<b>Review Dates</b>	<b>Monitoring Documentation</b>
DSO 1,2,6 Provide professional development on integrating technology into classroom instruction.	PD	Title I A, II A,D; Title I A - ARRA; Title II D - ARRA; T-3 Grant; IDEA B - ARRA	Technology Dir.	December 2; May 12	Record of staff development
DSO 4 Campuses will develop attendance incentive programs.	RS	Local Funds	Principals	December 2; May 12	PEIMS attendance report
DSO 8 CISD will expand dual credit opportunities.	I	High School Allotment; Rural Tech.	Curriculum Dir.; Super.; Principals	December 2; May 12	Semester dual-credit report

**DISTRICT GOAL #2:**

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

**District Strategic Objectives**

1. CISD will reduce the number of disciplinary referrals resulting in out of classroom placements.
2. CISD will review and revise DAEP procedures and policies for a more efficient and effective DAEP program.
3. CISD will continue a School Resource Officer Program.
4. CISD will provide a safe school environment.
5. CISD will provide a discipline management program for prevention and education concerning unwanted physical or verbal aggression, sexual harassment, and other forms of bullying in schools, on school grounds, and in school vehicles.
6. CISD will develop a facilities management plan.

<b>Strategies</b>	<b>Title I</b>	<b>Resources</b>	<b>Person(s) Responsible</b>	<b>Review Dates</b>	<b>Monitoring Documentation</b>
DSO 1 CISD will continually monitor the disciplinary referrals to assure consistency on a six-weeks basis.	RS	PEIMS Report	Asst. Principals	December 2; May 12	Six-weeks reports
DSO 1 Continue to review / revise the district Student Code of Conduct.		Local Funds	Super.; Princ.; Curriculum Dir.	December 2; May 12	Student Code of Conduct
DSO 1 CISD will continue to provide bus drivers and students with training regarding school bus safety.		Local Funds	Personnel Dir.; Transp. Director	December 2; May 12	Record of training
DSO 1 Continue to provide canine detection services at CHS and CMS.		Title IV Funds	Principals	December 2; May 12	Inspection reports
DSO 1 CISD will support campus-based character and drug awareness programs to address safety concerns.		Title IV Funds	Counselors; Curriculum Dir.	December 2; May 12	Record of activities
DSO 1 Continue to provide bus monitors.		Local Funds	Personnel Dir.; Transp. Director	December 2; May 12	Payroll records
DSO 2 District Intervention Coach will focus on behavioral intervention strategies.	RS SA	IDEA B - ARRA; Title I A - ARRA	Campus Interven. Coach	December 2; May 12	Meeting agendas
DSO 2 CISD will continue their effort in providing positive behavior support.	CNA	Local Funds	Principal; Curriculum Dir.	December 2; May 12	Meeting agendas; discipline reports
DSO 3 Security officers will provide security for the district.		Local Funds; Title IV	Superintendent	December 2; May 12	Documentation of training requirements
DSO 4 Implement School Messenger for emergency notification system.	PI	Local Funds	Curriculum Dir.; Principals;	December 2; May 12	Usage report

**DISTRICT GOAL #2:**

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

**District Strategic Objectives** (same as Goal 2, Page 1)

<b>Strategies</b>	<b>Title I</b>	<b>Resources</b>	<b>Person(s) Responsible</b>	<b>Review Dates</b>	<b>Monitoring Documentation</b>
DSO 4 Provide training for implementation of the District Crisis Management Plan.		Local Funds	Tri-County Co-Op	December 2; May 12	Record of review sessions
DSO 4,5 Continue SHAC Committee.	PI	Local Funds	Dir. of Health Services	December 2; May 12	Sign-in sheets
DSO 5 Maintain a multi-hazard emergency action plan that provides staff training, drills for students, and coordination with local agencies.		Local Funds	Superintendent	December 2; May 12	Completed plan; training dates; agendas; record of drills
DSO 5 Continue to provide bullying, drug free and dating violence education for students and staff.		Title IV Funds	Principals; Counselors	December 2; May 12	Programs; handouts; and agendas
DSO 6 Conduct a facilities review and assessment.		Local Funds	Superintendent	12/2; 5/12	Report to Board

**DISTRICT GOAL #3****CISD will invest resources to ensure that students, parents and the community receive optimal educational services.****District Strategic Objectives**

1. CISD will maintain a safe and efficient transportation system.
2. CISD will maintain a safe and efficient food service program.
3. CISD will maintain a safe and efficient maintenance program.
4. The district will obtain a superior rating in the Financial Integrity Rating System of Texas (FIRST).
5. CISD will implement measures to ensure efficient and effective fiscal responsibility.

<b>Strategies</b>	<b>Title I</b>	<b>Resources</b>	<b>Person(s) Responsible</b>	<b>Review Dates</b>	<b>Monitoring Documentation</b>
DSO 1 support and maintain a student transportation program that adheres to all legal requirements.		Local Funds	Transportation Dir.; Dir. of Finance	December 2; May 12	TexDOT and local safety inspection records; continuing ed certificates; reports filed with Railroad Commission; EPA and other government agencies
DSO 1 Ensure that the school bus maintenance and replacement program is established and maintained.		Local Funds	Transportation Dir.; Dir. of Finance	December 2; May 12	Plan presented to superintendent; transportation/maintenance log
DSO 1,5 Monitor the student transportation program for its safety, security and efficiency; and make adjustments as needed.		Local Funds	Transportation Dir.; Dir. of Finance	December 2; May 12	TexDOT and local safety inspection records; continuing ed certificates; reports filed with Railroad Commission; EPA and other government agencies safety audit reports; evaluation of route descriptions aligned to ridership
DSO 2 Support and maintain a food service program that adheres to legal requirements, including local and national government guidelines.		Local Funds	Food Service Dir.; Dir. of Finance	December 2; May 12	CRE report findings; continuing ed certificates; ESC School Meal Initiative Report Findings; District Nutritional Analysis Reports
DSO 2,5 Ensure that the management systems for tracking meals are in place and identify participant status. (Skyward)		Local Funds	Food Service Dir.; Technology Dir.; Dir. of Finance	December 2; May 12	Skyward reports for food service and student attendance; NSLP Free & Reduced Application
DSO 3 Administer procedures required to keep schools clean, safe and secure through effective custodial services and preventative maintenance.		Local Funds	Maint. Director; Technology Dir.; Dir. of Finance	December 2; May 12	Requests and completion reports; continuing ed records for in-house training
DSO 4,5 Communicate the relationship between programs, revenues and appropriations of the district to stakeholders.		Local Funds	Dir. of Finance	December 2; May 12	Monthly board reports; annual budget report
DSO 4,5 Prepare, analyze and report financial statements and supporting discussion documents to the Board throughout the fiscal year.		Local Funds	Director of Finance	December 2; May 12	Monthly board reports

**DISTRICT GOAL #3****CISD will invest resources to ensure that students, parents and the community receive optimal educational services.****District Strategic Objectives** (same as Goal 3, Page 1)

<b>Strategies</b>	<b>Title I</b>	<b>Resources</b>	<b>Person(s) Responsible</b>	<b>Review Dates</b>	<b>Monitoring Documentation</b>
DSO 4,5 Develop/recommend investment policies for the Board to include investment objectives, such as maximizing investment income and preserving the investment principal.		Local Funds	Director of Finance	December 2; May 12	Board minutes; annual audit report; FIRST report
DSO 4,5 Evaluate district expenditures for compliance with the percentage of operating expenditures expended for instruction. (65% rule)		Local Funds	Director of Finance	December 2; May 12	Plan presented to superintendent; annual audit report; FIRST report
DSO 5 Manage an integrated e-purchasing process that complies with all government regulations. (Skyward)		Local Funds	Transportation Dir.; Dir. of Finance	December 2; May 12	Plan presented to superintendent; annual audit report; FIRST report
DSO 5 Develop and implement district wide Comprehensive Energy Management Plan		Local Funds	Superintendent	December 2; May 12	Development of Energy Plan
DSO 5 Appoint Energy Education specialist to oversee District Comprehensive Energy Management Plan		Local Funds	Dir. of Finance	December 2; May 12	Report of training logs
DSO 5 Conduct a staff analysis to determine teacher - student ratio and efficiency.	I	Local Funds	Superintendent	December 2; May 12	Report to board

**DISTRICT GOAL #4**

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

**District Strategic Objectives**

1. CISD will raise community awareness of CISD.
2. CISD will provide opportunities for stakeholders to meaningfully participate in school planning.
3. CISD will collaborate with local entities to enhance the quality of education for the students.
4. Increase the quality of community and parental involvement in the schools, and the schools' involvement in the community.

<b>Strategies</b>	<b>Title I</b>	<b>Resources</b>	<b>Person(s) Responsible</b>	<b>Review Dates</b>	<b>Monitoring Documentation</b>
DSO 1 Communication links will be developed between the district and all stakeholders.		Local Funds	Superintendent; Personnel Dir.	December 2; May 12	Website
DSO 1 Continue "Tigers Roar" news page in the Commerce Journal.		Local Funds	Principal; Personnel Dir.	December 2; May 12	Copies of published pages
DSO 1 Participate in activities with business and community members by participation in the Bois d'Arc Bash, Christmas Parade, fourth of July, Teacher Appreciation Week, etc.		Local Funds	Principals	December 2; May 12	Report on projects
DSO 1,2 Provide e-mail bulletin to parents and community.		Local Funds	Principals	12/2; 5/12	Copies of bulletins
DSO 1,3 Partner with CIS to provide volunteer opportunities.		Local Funds	Princ.; Pers. Dir.	12/2; 5/12	Volunteer logs
DSO 1,4 Implement School Messenger System.	PI	Local Funds	Comm. Director	12/2; 5/12	Usage log
DSO 2,4 Partner with IHE to provide educational opportunities to CISD students.	T	Local Funds	Princ.; Pers. Dir.	December 2; May 12	Records of participation
DSO 4 Maintain Skyward web-based parental access to student grades and attendance records.	PI	Local funds	Personnel Dir.; Principals	December 2; May 12	Board recommendation; usage log
DSO 4 Continue district wide report card pick-up day.	PI	Local Funds; Title I A	Principals	December 2; May 12	Report on pick-up nights
DSO 4 Provide meaningful opportunities for parental involvement; such as RIF, Family Nights, Meet the Teacher, etc. volunteer programs, etc.	PI	Local Funds; Title I A; Title III; Title IV	Principals	December 2; May 12	Campus reports
DSO 4 Provide centralized and coordinated student registration.		Local Funds	Principals	December 2; May 12	Data entered into Skyward

**DISTRICT GOAL #5**

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

**District Strategic Objectives**

1. Meet NCLB Highly qualified requirements for all teachers.
2. Increase minority teaching staff to align with district demographics.
3. Reduce faculty turnover rate to less than the state average by providing benefits, training and support.

<b>Strategies</b>	<b>Title I</b>	<b>Resources</b>	<b>Person(s) Responsible</b>	<b>Review Dates</b>	<b>Monitoring Documentation</b>
DSO 1 Place teachers in areas of certification.	HQ	Local Funds	Principals; Personnel Dir.	December 2; May 12	Report to superintendent
DSO 1,2 continue recruiting contact with TAMU-C student observers regarding future employment with CISD.	HQ	Local Funds	Personnel Dir.	December 2; May 12	Letters and contacts on file
DSO 1,2 Provide information and support those employees participating in the Ed. Aide Tuition Program.		Local Funds	Personnel Dir.	December 2; May 12	Sign-in sheets
DSO 1,2 Provide future employment agreements to student teachers upon recommendation from principals.	HQ	Local Funds	Personnel Dir.	December 2; May 12	Contracts
DSO 1,2 Prospective teachers must be able to document that they meet HQ requirements.		Local Funds	Principals; Personnel Dir.	December 2; May 12	Evaluation forms
DSO 1,3 Provide training for teachers to acquire additional certifications (ESL, GT, Special Education, Technology applications).	HQ	Local Funds; Title I A - ARRA; Title I A & II A,D	Curriculum Dir.; Personnel Dir.	December 2; May 12	Increased certifications
DSO 3 Continue training for paraprofessionals.		Local Funds	Pers./Cur. Dirs.	12/2; 5/12	sign-in sheets
DSO 3 Continue electronic system for the management of staff development activities.	PD	Local Funds	Personnel Dir.	December 2; May 12	On-line access
DSO 3 Provide employee appreciation events.	HQ	Local Funds	Adm. Team	12/2; 5/12	Report to Board of Trustees
DSO 3 Provide stipends for high needs area teaching positions for CMS and CHS.	HQ CNA	Title II A	Superintendent	December 2; May 12	Payroll records

## District Strategic Goals / Objectives

YES	NO
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### **DISTRICT GOAL #1: CISD will provide exemplary programs to ensure that all students are successful learners.**

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2. CISD will meet Adequate Yearly Progress (AYP requirements as defined by No Child Left Behind (NCLB).		
3. The average grade level score for students in K-2 will be at or above grade level as measured by the end of year ITBS test.		
4. The attendance rate for the district will be maintained at 96% or better for all students.		
5. The completer rate will be maintained at the exemplary level as defined by the Texas Education Agency.		
6. The percentage of students meeting "commended" status on the TAKS test will be at or above the state average.		
7. CISD will meet performance requirements of the PBMAS data review.		
8. 30% of students will graduate with dual-credit or AP credit hours.		

### **DISTRICT GOAL #2: CISD will maintain and improve facilities and support systems that enhance a positive learning environment, and foster student and community pride.**

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2. CISD will review and revise DAEP procedures and policies for a more efficient and effective DAEP program.		
3. CISD will continue a School Resource Officer Program.		
4. CISD will provide a safe school environment.		
5. CISD will provide a discipline management program for prevention and education concerning unwanted physical or verbal aggression, sexual harassment, and other forms of bullying in schools, on school grounds, and in school vehicles.		
6. CISD will develop a facilities management plan.		

### **DISTRICT GOAL #3: CISD will invest resources to ensure that students, parents and the community receive optimal educational services.**

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### **DISTRICT GOAL #4: CISD will provide timely, open communication and positive parental and community partnership opportunities in our schools.**

1. CISD will raise community awareness of CISD.		
2. CISD will provide opportunities for stakeholders to meaningfully participate in school planning.		
3. CISD will collaborate with local entities to enhance the quality of education for students.		
4. Increase the quality of community and parental involvement in the schools, and the schools' involvement in the community.		

### **DISTRICT GOAL #5: CISD will attract and retain qualified employees by providing competitive benefits, compensation and the training and tools necessary for success.**

1. Meet NCLB Highly qualified requirements for all teachers.		
2. Increase minority teaching staff to align with district demographics.		
3. Reduce faculty turnover rate to less than the state average by providing benefits, training and support.		

## 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