

Granbury Independent School District

Oak Woods School

2013-2014 Campus Improvement Plan

Accountability Rating: Met Standard



Mission Statement

Our mission, in collaboration with unique partnerships, is to provide a rigorous academic curriculum along with enriching and individualized opportunities empowering every student to compete in an ever-changing world.

Vision

All students are equipped with skills to be inspired, contributing citizens excelling in any chosen endeavor within a dynamic global society.

Core Beliefs

We believe students' futures are impacted by access to and use of opportunities to foster their unique capabilities and interests.
We believe partnerships between parents, students, teachers, and the community are vital to the success of our school system.
We believe cultivating positive relationships is essential for successful learning.
We believe adaptable students who are life-long learners will be empowered to shape their world.
We believe providing an optimal environment enables each student to discover his or her full learning potential.

Oak Woods' Elementary
Comprehensive Needs Assessment
2013-2014

Vision: All students are equipped with skills to be inspired, contributing citizens excelling in any chosen endeavor within a dynamic global society.

Mission: Our mission, in collaboration with unique partnerships, is to provide a rigorous academic curriculum along with enriching and individualized opportunities empowering every student to compete in an ever-changing world.

School Profile/Demographics

Oak Woods Elementary averaged 510 students during the 2012-2013 school year. In May 2013 approximately 225 students qualified for free or reduced price meals- 45% FAR. English Language Learners is 2% and the school mobility rate is 17.1%. The enrollment by ethnic background was approximately 82% White, 15% Hispanic, and 3% other.

Student Needs/Achievement

Student performance on state assessments, measurable goals, subgroups, and timely interventions processes are addressed in the Campus Improvement Plan and Needs Assessment. Overall student performance on state assessments resulted in an Exemplary rating for the campus. Economically disadvantaged, Hispanic and special education students are being targeted for increased performance levels in reading and math. Gifted and talented students are being targeted to increase percentages of commended. The expected outcome is school resources will improve student performance and increase parent participation.

Quantitative data will be used to identify individual student needs. Each teacher will be responsible for maintaining a data sheet for their class. The data sheet will list the information that is needed to begin the intervention process. A copy of the data sheet will be updated and given to the instructional principal and assistant principal each six weeks. Response to Intervention (RTI) and information on the data sheets will be used to identify student needs in a timely manner.

Identified students will receive instruction by an instructional aide. The Rti coordinator will place first, second, third, fourth and fifth grade students in small group reading and math classes. Students in kindergarten through second grades will use Texas Early Mathematics Inventory. Kindergarten through fifth grade students will receive iStation assessments with interventions in reading.

The school made AYP this year and in previous years and met state standards.

Professional Development/Staff Quality, Recruitment & Retention

All teachers and paraprofessionals are highly qualified. Human resources determines that applicants are highly qualified before they are allowed to interview for employment. Teachers and paraprofessionals attend Summer Conference. Participation in Summer Conference is mandatory. Professional development involves learning how to understand and implement the Texas Essential Knowledge and Skills (TEKS). Training is also provided for technology. Teachers are always given an opportunity to participate in collaborative groups. Written evaluations are used to improve the conference for the next school year.

Professional development will be provided to help teachers implement instructional strategies that are effective with Hispanic, special education and economically disadvantaged students.

Performance Based Learning will be a focus in the 2013-2014 school year. Early adopter teachers will be training in PBL concepts. Oak Woods' Elementary participates in the Effective Schools Project at Tarleton State University.

All teachers on each grade level have a forty-five minute planning period at the same time. The common planning period allows them to meet and collaborate during the school day. Common planning time across grade levels is scheduled on days the students aren't in attendance.

Curriculum and Instruction

The curriculum is aligned with the Texas Essential Knowledge and Skills (TEKS). The TEKS are the State's academic content standards. All teachers receive a copy of the TEKS and Scope and Sequence for each subject. The Scope and Sequence is developed in collaboration with teachers and curriculum personnel. Teachers participate in the curriculum alignment process during Summer Conference and throughout the school year. Curriculum alignment is accomplished in horizontal and vertical team meetings. Early release dates in the school calendar will be utilized for these meetings.

STAAR, Benchmarks, iStation, Study Island Assessments and Common Assessments are used to evaluate instructional effectiveness and student progress. Identified low performing students are referred for Response to Intervention (RTI). The TEKS are the approved curriculum for each subject. Textbooks are adopted and used to help teach the TEKS. The district had adopted Harcourt Health and Fitness, Scott Foresman Reading, Spelling, Social Studies and Science, envision Math and Foss Kits for Science.

All students receive instruction in the computer lab each week. Each classroom has five student computers. The classrooms also have a DLP projector and Elmo document cameras. Smart boards are available for the teachers and students.

Family and Community Involvement

Teachers send progress reports and report cards to keep parents informed. Parents can also look at their student's grades at any time since the grade books are online.

Just a few of the many ways parents can volunteer include the following:

Classroom volunteer
Reading/Math volunteer tutor
Join PTO
Share career experiences with students- GISD Speaker's Bureau
Fieldtrip chaperone
Attend student performances
Attend grade level parent information meetings
Parent teacher conferences

The PTO and Campus Site Based Committee give parents and community members an opportunity to be involved in decision making.

School Context and Organization

Staff members are involved in decision making by serving on the Site Based Committee or the PTO executive board. The school budget is developed with the assistance of the Site Based Committee. All teachers have an opportunity to be involved in collaborative decision making.

The school staff is committed to increasing the academic achievement of all subgroups. Response to Intervention (RTI) is a collaborative process. RTI will be the process that will be used to identify students who aren't making adequate progress. Data sheets will also be used to identify students who are at risk. Timely interventions will be implemented once students are identified.

The Principal and Assistant Principal conduct classroom snapshot visits. The information is collected and shared with all teachers by grade level. A collaborative process is used to determine how teachers will use the information to improve instruction.

The school budget is determined by the number of students enrolled. Once the allocation is received the campus budget is developed by the Site Based Committee.

The school operates with one written plan which is the Campus Improvement Plan. A campus based team develops the plan. Teachers and parents have an opportunity to contribute by collaborating with their representative.

The campus has received recognition from the state for several years. An exemplary rating was achieved for the 2009-2010, 2010-2011 and 2011-2012 school years. The campus met state standards in 2012-2013.

Information Gathered from a Variety of Sources

The State of Texas Assessment of Academic Readiness (STAAR) will be administered in third, fourth and fifth grade. Benchmarks and Common Assessments are administered to all grades. The Texas Early Math Inventory is administered in kindergarten, first and

second grade. Study Island Math is the data source for 3rd-5th grades. In reading, iStation monthly assessments are recorded for 1st- 5th grade students. These are all quantitative data sources.

An employee and parent survey are sources of qualitative data. The results of the employee survey identified areas in need of improvement. The purpose of the employee survey was to determine employee attitudes and perceptions. Thirty seven responses were identified in a previous parent and community survey.

School Support Team Involvement

The Campus Leadership Team (CLT) will oversee the needs assessment process, lead the staff in developing plans and conduct or oversee the program's annual evaluation. The CLT includes a teacher from each grade level, assistant principal and principal. A representative from the PTO and the community will also serve on the CLT.

Campus Improvement Plan

The Campus Improvement Plan is developed by the Principal, Assistant Principal and Site Based Committee. The analysis of quantitative and qualitative data results in the development of goals and plans that support all students in reaching proficiency in academic content areas. The plan includes strategies at the classroom level as well as strategies at the school and district levels targeted to achieve specified school and district goals. The plan includes activities necessary to fully implement the strategies needed for addressing student learning.

Resource Allocation

School resources will be used to improve student achievement in reading and math which will substantially increase the percentage of students attaining proficiency. Some of the funding will be used to improve parent participation and provide parent training.

Evaluation of Plans and Strategies

Common assessments and benchmarks will be used to evaluate on a regular basis to ensure that the interventions/strategies are having the intended impact on the skills, knowledge and behavior of students and adults. The reading and math STAAR test will be given in grades three, four and five. The Texas Early Mathematics Inventory will be used in kindergarten, first and second grade. Kindergarten, first and second grade reading will be assessed with iStation assessments.

Goals

Goal 1: We will foster an environment where students, their families, staff, and the community provide a unified network of support that integrate positive relationship building and high expectations where every diverse member is valued.

Performance Objective 1: Develop and implement procedures to enhance a positive school climate.

Summative Evaluation: A school wide survey will be administered in May 2014 with a goal of 85% satisfaction in all areas.

Strategy Description	TITLE I	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Formative Reviews			
				Dec	Feb	Apr	June
1) Rachel's Challenge	2, 6	Principal, AP, Counselor, Committee	Kick-Off, Chain Links, Monthly Celebrations, Community Event				
Funding Sources: Local (199) - \$200.00							
2) Family Nights		Reading Night Committee, Music Teacher, Principal, AP	School Calendar, Parent Communication, Sign-in Sheets				
Funding Sources: Local (199) - \$300.00							
3) Parent Orientations		Principal, AP, Grade Level Teachers (kindergarten, 1st, 2nd, 3rd grades)					
Funding Sources: Local (199) - \$200.00							
4) Kindergarten Round-Up		Principal, Public Information Officer, Office Staff, Kindergarten Teachers	Copies of publicity announcements, School Calendars, Enrollment				
5) Provide staff training on bullying awareness, prevention and procedures.		Principal, AP, Counselor	Sign-in sheets, Agendas				
6) Create school unity through daily morning assembly		Principal	Student participation, observation, daily schedule, morning announcements.				
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Goal 1: We will foster an environment where students, their families, staff, and the community provide a unified network of support that integrate positive relationship building and high expectations where every diverse member is valued.

Performance Objective 2: Provide opportunities for parent and community service.

Summative Evaluation: Parents and community members will log 250 hours of service at Oak Woods.

Strategy Description	TITLE I	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Formative Reviews		
				Dec	Feb	Apr
1) Enlist parent and community volunteers through PTO.		Principal, PTO Volunteer Coordinator, Teachers	Volunteer Form, Sign-in Sheets (Raptor)			
2) Partner with community organizations and businesses for student recognition and education.		Principal, AP, Counselor, Awards Coordinator	Coupons, Certificates, Kiwanis Terrific Kids List, Kiwanis Super Citizens List, Six Flags Read to Succeed Roster, Lions Club Perfect Attendance Roster, Speakers Bureau, GVFD, GEF, HEB.			
3) Implement Customer Care		Principal, Office Staff	Survey			
<p> = Discontinue = No Progress = Some Progress = Accomplished</p>						

Goal 2: We will implement a rigorous and engaging curriculum that integrates new technology, fosters partnerships, and utilizes innovative instructional strategies in order for every student to attain his or her individual goal.

Performance Objective 1: Implement Project Based Learning

Summative Evaluation: By the end of summer 2014, 50% of Oak Woods teachers will be trained in Project Based Learning.

Strategy Description	TITLE I	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Formative Reviews			
				Dec	Feb	Apr	June
1) Attend 3 day PBL teacher training from the Buck Institute.		Principal, Early Adopter Teachers	Certificate	✓			
2) Attend PBL lead training.		Principal, AP	Certificates	✓			
3) Each PBL staff member will develop and implement one PBL project per semester.		Early Adopter Teachers, Principal, CBP Staff	Project Overview, Presentation Documentation	🍊			
Funding Sources: Gifted (21) - \$6776.00							
4) Enlist Oak Woods teachers to attend PBL cohort 2 training during the summer of 2014.		Curriculum Director, Principal	Certificates, Sign-in Sheets	🍊			
<p>✗ = Discontinue = No Progress = Some Progress = Considerable ✓ = Accomplished</p>							

Goal 2: We will implement a rigorous and engaging curriculum that integrates new technology, fosters partnerships, and utilizes innovative instructional strategies in order for every student to attain his or her individual goal.

Performance Objective 2: Improve student performance according to state standards, including subgroups in all academic areas







Summative Evaluation: Oak Woods will increase passing rates from 3%-7% on state assessments.

Strategy Description	TITLE I	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Formative Reviews		
				Dec	Feb	Apr
1) All instructional staff will participate in the campus based CARA (collect analyze, reflect and act) process to identify areas of needed growth based upon common assessment and benchmark data.		Principal, AP, Curriculum Specialist, Teachers	DMAC Data Sheets, Agendas, Meeting Notes, Calendar Schedule. Increase STAAR: Reading 92% to 95% Math 85% to 90% Writing 78% to 85% Science 86% to 90%			
Funding Sources: Local (199)						
2) Provide supplemental interventions to support student success.		Principal, AP, Counselor, Program Coordinators	Intervention Documentation (Rti, sped., 504, ESL, etc.)			
Funding Sources: State Comp Ed (24) - \$4580.00						
3) Provide enrichment opportunities for all students identified as GT.		Principal, AP, Counselor, Teachers	Lesson Plans, Schedules, Student Products.			
= Discontinue = No Progress = Some Progress = Considerable = Accomplished						

Goal 2: We will implement a rigorous and engaging curriculum that integrates new technology, fosters partnerships, and utilizes innovative instructional strategies in order for every student to attain his or her individual goal.

Performance Objective 3: Improve college readiness performance





Summative Evaluation: Oak Woods will increase Level III performance from 5%-8% on state assessments.

Strategy Description	TITLE I	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Formative Reviews			
				Dec	Feb	Apr	June
1) Implementation of 21st Century skills in all classrooms. (Creativity, Critical Thinking, Collaboration, Communication)		Principal, AP, Teachers	Snap Shots, Lesson Plans, Increase Level III Performance on State Assessment. Increase STAAR Level III: Reading 23% to 30% Math 25% to 30% Writing 12% to 20% Science 14% to 20%				
Funding Sources: Gifted (21) - \$3000.00  = Discontinue  = No Progress  = Some Progress  = Considerable  = Accomplished							

Goal 2: We will implement a rigorous and engaging curriculum that integrates new technology, fosters partnerships, and utilizes innovative instructional strategies in order for every student to attain his or her individual goal.

Performance Objective 4: Students will participate in coordinated school health activities.






Summative Evaluation: 100% of Oak Woods students will participate in coordinated school health activities.

Strategy Description	TITLE I	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Formative Reviews		
				Dec	Feb	Apr June
1) Students in grades 3-5 will participate in the state fitness assessment (Fitness Gram)		PE Teacher	Fitness Gram Report			
2) Students in 5th grade will have the opportunity to view and discuss the "growing-up" video selected by the district Student Health Advisory Committee. (SHAC)		Principal, Nurse, PE Teacher	Parent notification letter, school calendar, lesson plans.			
 = Discontinue  = No Progress  = Some Progress  = Accomplished						

Goal 3: We will utilize technology to support the on-going transformation of programs, services, and tools throughout every facet of the district.

Performance Objective 1: Provide technology professional development to support instruction





Summative Evaluation: 100% of Oak Woods teachers will attend scheduled technology trainings.

Strategy Description	TITLE I	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Formative Reviews		
				Dec	Feb	Apr June
1) Technology "Happy Hour" trainings for Teachers.		Principal, Campus Technology Committee	School Calendar, Agendas, Documented Classroom Technology Activities			
2) Teachers will attend GISD technology department's summer and after school workshops. Teachers will evaluate their personal strengths and weaknesses and select courses that will benefit their individual classrooms.		Principal, GISD Technology Department	Sign-in sheets at summer workshops, lesson plans, STAAR Chart, PDAS.			
<p> = Discontinue = No Progress  = Some Progress  = Accomplished</p>						

Goal 3: We will utilize technology to support the on-going transformation of programs, services, and tools throughout every facet of the district.

Performance Objective 2: Ensure students demonstrate responsible digital citizenship

Summative Evaluation: By the end of the first six-weeks of school, 100% of Oak Woods students will be trained in cyber safety training.

Strategy Description	TITLE I	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Formative Reviews			
				Dec	Feb	Apr	June
1) Students will receive annual cyber safety training using GISD technology department's curriculum.		Principal, Librarian, GISD Technology Department	Reduced number of offenses related to student technology, campus attestation forms.	✓			
 = Discontinue  = No Progress  = Some Progress  = Accomplished							

Goal 3: We will utilize technology to support the on-going transformation of programs, services, and tools throughout every facet of the district.

Performance Objective 3: Expose students to a variety of digital tools and software

Summative Evaluation:

Strategy Description	TITLE 1	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Formative Reviews		
				Dec	Feb	June
1) Teachers will use a technology tools to improve student performance such as classroom computers, LCD projectors, document camera, interactive whiteboards, flip cameras and hand held devices.		Principal, AP, Librarian, GISD Technology Department	STAR Chart, Snap Shot Data, PDAS.			
Funding Sources: Local (199)						
2) Students will use software such as Study Island, Reading Eggs, iStation, Brain Pop, AR, Education City, think Through Math, Reading Express, and Rosetta Stone to improve student performance.		Principal, AP, Librarian, GISD Technology Department	Software Usage Reports, State Assessment Data			
Funding Sources: Local (199)						
<p> = Discontinue = No Progress = Some Progress = Considerable = Accomplished</p>						

Goal 4: We will commit to the continuous evaluation and improvement of campus safety in order to provide an optimal learning environments for all stakeholders,

Performance Objective 1: Implement and maintain campus safety plan

Summative Evaluation: Oak Woods will complete 100% of required trainings and activities as related to school safety.

Strategy Description	TITLE I	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Formative Reviews			
				Dec	Feb	Apr	June
1) Campus monthly facility inspection.		Principal, AP, Custodian	Completed report.				
2) Timely submission of campus work orders.		Principal, AP, Secretary, Lead Custodian	Eduphoria Reports				
3) State, Local and Campus safety trainings including 10 WC video trainings for staff, student drills and other state required trainings.		Principal, AP, District Personnel	State and local completion reports.				
4) Implement Standard Operating Procedures (SOPs).		Principal, AP, Teachers	Lesson Plans (evidence procedures taught), OW Campus Book				
= Discontinue = No Progress = Some Progress = Accomplished							

Goal 5: We will provide flexibility within the school day to allow individualized opportunities for students as well as teacher preparation and collaboration to support rigorous academic curriculum.

Performance Objective 1: Implement flexible scheduling

Summative Evaluation: Oak Woods students and teachers will participate in flexible scheduling activities 25 weeks of the school year.

Strategy Description	TITLE I	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Formative Reviews			
				Dec	Feb	Apr	June
1) Students participate in enrichment/intervention classes.		Principal, AP, Rti Aide, Teachers	Intervention Schedule, Lesson Plans, School Calendar (early release days)				
2) Early release days at the end of each grading period will be utilized for campus planning, collaboration and training.		Principal, CLT	Agendas, School Calendar, Sign-in Sheets				
Funding Sources: State Comp Ed (24) - \$1000.00, Gifted (21) - \$500.00 = Discontinue = No Progress = Some Progress = Considerable = Accomplished							

Goal 5: We will provide flexibility within the school day to allow individualized opportunities for students as well as teacher preparation and collaboration to support rigorous academic curriculum.

Performance Objective 2: Utilize Campus Leadership Team (CLT) to determine and evaluate professional development needs of the campus.

Summative Evaluation:

Strategy Description	TITLE I	Staff Responsible for Monitoring Principal, CLT Members	Evidence that Demonstrates Success	Formative Reviews		
				Dec	Feb	Apr June
1) Principal and CLT will meet on a regular basis to discuss professional development needs.			Meeting Agendas, Sign-in Sheets			
<p> = Discontinue = No Progress = Some Progress = Accomplished</p>						

Goal 6: We will provide support and assistance in learning experiences ensuring equitable resources and opportunities for all students and families.

Performance Objective 1: Implement a comprehensive list of district and community/resources available to Oak Woods students and parents.






Summative Evaluation: List will be updated and communicated at least two times a year.

Strategy Description	TITLE I	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Formative Reviews			
				Dec	Feb	Apr	June
1) Families needing assistance are directed to resources within the district and community.		Counselor	Comprehensive list of known resources and services.				
2) Campus procedures will be established and understood by all staff members on referral process for families in need of assistance.		Principal, AP, Counselor, Nurse	Documentation of SOPs, Resource List, Agendas, Sign-in Sheets				
<p> = Discontinue = No Progress = Some Progress = Considerable = Accomplished</p>							

Goal 6: We will provide support and assistance in learning experiences ensuring equitable resources and opportunities for all students and families.

Performance Objective 2: Utilize Speaker's Bureau

Summative Evaluation: Community speakers will be utilized at least 10 times a year in Oak Woods classes.

Strategy Description	TITLE 1	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Formative Reviews		
				Dec	Feb	Apr
1) Teachers utilize Speaker's Bureau to bring "real world" community members into the classrooms to enhance academic learning.		Principal, AP, Teachers	Lesson Plans, Raptor Sign-in Log, Pictures			
<p> = Discontinue  = No Progress  = Some Progress  = Accomplished</p>						

State Compensatory

Budget for Oak Woods School:

<u>Account Code</u>	<u>Account Title</u>	<u>Budget</u>
6100 Payroll Costs		
199 E 11 6118 00 106 0 24 000	6118 Extra Duty Stipend - Locally Defined	\$4,457.00
199 E 11 6141 00 106 0 24 000	6141 Social Security/Medicare	\$65.00
199 E 11 6143 00 106 0 24 000	6143 Workers' Compensation	\$50.00
199 E 11 6145 00 106 0 24 000	6145 Unemployment Compensation	\$9.00
	6100 Subtotal:	\$4,581.00
6300 Supplies and Services		
199 E 11 6395 00 106 0 34 000	6395 Supplies, DP Operations - Locally Defined	\$100.00
	6300 Subtotal:	\$100.00

Personnel for Oak Woods School:

<u>Name</u>	<u>Position</u>	<u>Program</u>	<u>FTE</u>
Nikole Hunt	Paraprofessional	State Comp	100%

2013-2014 Campus Planning Committee

Committee Role	Name	Position	Signature
Business Representative	Mike Moore		
Classroom Teacher	Lori Bramlett		
Classroom Teacher	Marcia Hamilton		
Classroom Teacher	Laura Meek		
Classroom Teacher	Kim Rains		
Classroom Teacher	Denise Sillevant		
Classroom Teacher	Suzy Tabor		
Classroom Teacher	Kristen Thigpen		
District-level Professional	Trisha Suitt	Curriculum Coordinator	
Non-classroom Professional	Donnie Cody	Principal	
Parent	Robyn Green		

Campus Funding Summary

Local (199)					
Goal	Objective	Strategy	Resources Needed	Account Code	Amount
1	1	1	Poster, Videos, Card Stock, Rachel's Challenge Resource Book		\$200
1	1	2	Activities Supplies		\$300
1	1	3	PowerPoints, Hand-Outs		\$200
2	2	1			\$0
3	3	1			\$0
3	3	2	District Purchased Software		\$0
				Sub-Total	\$700
State Comp Ed (24)					
Goal	Objective	Strategy	Resources Needed	Account Code	Amount
2	2	2	Instructional Supplies, Mentoring Minds Workbooks		\$4,580
5	1	1	Rti Aide		\$1,000
				Sub-Total	\$5,580
Gifted (21)					
Goal	Objective	Strategy	Resources Needed	Account Code	Amount
2	1	3	Supplies, Travel		\$6,776
2	3	1	Fees, Dues, Supplies, Travel		\$3,000
5	1	1	Fees, Travel, Materials, Supplies		\$500
				Sub-Total	\$10,276
				Grand Total	\$16,556