



Hooks Elementary

Campus Improvement Plan 2008-2009

Jean Trout, Principal
Craig Mahar, Assistant Principal

Campus Improvement Committee

2008-2009

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| Jean Trout | Principal |
| Craig Mahar | Assistant Principal |
| Shannon Diamond* | First Grade Teacher |
| Diane Arnold* | Second Grade Teacher |
| Melva Batts* | Fourth Grade Teacher |
| Sheila Mahar* | Fourth Grade Teacher |
| Cathy McBroom* | District ESL Teacher/Coordinator |
| Roy Brown* | Special Education Aide |
| Lisa Williamson* | Special Education Aide |
| Lori Gibson* | Physical Education Aide |
| Christy Bates | Parent |
| Jimmy James | Parent |
| Kimberly Moore | Parent |
| Tara Schmidt | Parent |
| Joy Morton | Community |
| Brad Moore | Business |

*Elected October 2008

The Campus Improvement Committee met in October 2008 to review the campus needs assessment and developed the following plan. This plan was reviewed by the Hooks ISD Board of Trustees on October 27, 2008.

The Hooks Elementary Campus Improvement Plan has been developed in support of the State of Texas' Mission Statement and Objectives as they are reflected in the Texas Education Code 4.001.

Mission Statement

The mission of the public education system of this state is to ensure that all Texas children have access to a quality education that enables them to achieve their potential and fully participate now and in the future in the social, economic and education opportunities of our state and nation. That mission is on the conviction that a successful public education system is directly related to a strong, dedicated and supportive family and that the parental involvement in the school is essential for the maximum educational achievement.

The objectives of public education are:

1. Parents will be full partners with educators in the education of their children.
2. Students will be encouraged and challenged to meet their full educational potential.
3. Through enhanced dropout prevention efforts, all students will remain in school until they obtain a high school diploma.
4. A well-balanced and appropriate curriculum will be provided to all students.
5. Qualified and highly effective personnel will be recruited, developed, and retained.
6. The state's students will demonstrate exemplary performance in comparison to national and international standards.
7. School districts will maintain a safe and disciplined environment conducive to student learning.
8. Educators will keep abreast of the development of creative and innovative techniques in instruction and administration, using those techniques as appropriate to improve student learning.
9. Technology will be implemented and used to increase the effectiveness of student learning, instructional management, staff development, and administration.

**HOOKS ELEMENTARY
2008-2009**

| Goal 1: To improve scores of all students and subpopulations on all TAKS or state approved achievement tests | | | | | |
|--|---|--|-----------------------|---|-----------------------------|
| Strategies/Activities | Person Responsible | Resources | Timeline | Formative Evaluation | Summative Evaluation |
| Disaggregate performance data on all students in grades K-4 th | Principal Assistant Principal Counselor | Region VIII Teachers | August 08- June 09 | 07-08 Test Results ADM | TAKS SAT 10 |
| Administer benchmark tests a minimum of four times per year in reading and math to all 2 nd , 3 rd and 4 th grade students and in writing to 4 th grade students | Principal Assistant Principal Counselor | Teachers | August 08- June 09 | Released TAKS tests Study Island Curriculum | TAKS SAT 10 |
| Offer before school, after school, and during school individual and group tutorials | Principal Assistant Principal Counselor | Teachers ARI/AMI <u>SCE Funds in support of Title I School-wide Program</u> Teacher & Bus Driver Pay \$3,000 Snacks/Supplies \$600 | August 08- June 09 | 07-08 Test Results Report Cards Benchmark Tests | TAKS SAT 10 |
| Plan teaching strategies in subject areas during weekly grade-level team meetings | Principal Assistant Principal Counselor | Teachers | August 08- June 09 | TEKS/TAKS Objectives Curriculum Lesson Plans | TAKS SAT 10 |
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|---|---|--|-----------------------|--|----------------|
| Develop and conduct on-going comprehensive staff needs assessment | Principal Reading Coach | Reading First Grant Student assessment data Teacher surveys | August 08- June 09 | Progress Reports Report Cards Progress Monitoring TPRI | TAKS SAT 10 |
| Train and/or up-date all teachers and instructional aides in the SBRR core reading program, SBRR intervention program, enVision Math, CScope, 3-Tier model, 5 E model and technology used for data analysis | Principal District Curriculum Director Reading Coach Lead Teachers | Reading First Grant TEA Region VIII ESC Scott Foresman SF Sidewalks Wireless Generation | August 08- June 09 | Professional Development Progress Reports Report Cards Progress Monitoring TPRI | TAKS SAT 10 |
| Use the 5E Model (engage, explore, explain, elaborate, and evaluate) as a guideline for planning all lessons | Teachers | Principal Assistant Principal Curriculum Director Region VIII ESC | August 08- June 09 | Lessons Plans Observations Benchmark Tests | TAKS SAT 10 |
| Align the curriculum vertically and horizontally to prevent gaps and overlaps of TEKS and TAKS objectives | Principal Assistant Principal Counselor | Teachers Region VIII ESC | August 08- June 09 | TEKS/TAKS Objectives CScope Curriculum Lesson Plans | TAKS SAT 10 |

**HOOKS ELEMENTARY
2008-2009**

Goal 2: To use core and intervention programs with the 3-Tier Model to teach reading and math in all grades

| Strategies/Activities | Person Responsible | Resources | Timeline | Formative Evaluation | Summative Evaluation |
|---|---|---|-----------------------|---|----------------------|
| Continue SBRR core reading and intervention programs with a scheduled diagnostic student assessment program and progress monitoring | Principal Assistant Principal Reading Coach Teachers | Reading First Grant Scott Foresman SF Sidewalks | August 08- June 09 | Progress Reports Report Cards Progress Monitoring Data TPRI | TAKS SAT 10 |
| Provide small group instruction and intervention for struggling readers | Principal Assistant Principal Reading Coach Teachers Instructional Paraprofessionals | Scott Foresman SF Sidewalks ESL, CEI <u>Reading First</u> Grant: \$31,185 - 1 Teacher \$9,275 - .50 Paraprofessional \$6,844 - .50 Paraprofessional | August 08- June 09 | Progress Reports Report Cards Progress Monitoring TPRI | TAKS SAT 10 |
| Implement a problem-based interactive learning math program that provides strong, sequential visual/verbal connections through visual learning and data driven differentiation and intervention through whole group and small group instruction | Principal Assistant Principal Reading Coach Teachers | enVision Math CScope mCLASS:Math Texas Mathematics & Science Diagnostic System (TMSDS) | August 08- June 09 | Progress Reports Reports Cards Progress Monitoring TPRI | TAKS SAT 10 |

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| <p>Ensure through classroom observations, lesson plans, and student assessment data that the core and intervention programs are being implemented to address the TEKS and meet Reading First requirements.</p> | <p>RTA Principal Assistant Principal Counselor Reading Coach Teachers</p> | <p><u>Reading First Grant:</u> \$50,098 - 1 Reading Coach (Teacher)</p> | <p>August 08- June 09</p> | <p>Lesson Plans Progress Reports Report Cards Progress Monitoring TPRI mCLASS:Math TMSDS</p> | <p>TAKS SAT 10</p> |
| <p>Plan and implement summer school programs for students who fail the first and second administration of 3rd grade TAKS reading.</p> | <p>Principal Assistant Principal Reading Coach Teachers</p> | <p>Reading First Grant <u>SCE Funds in support of Title I School-wide Program</u> \$8,000-Teacher \$1,200-Aide \$2,000-Nurse \$4,000-Bus Driver \$1,000-Supplies \$1,000-other (snacks)</p> | <p>May 09 - June 09</p> | <p>First and second Administration TAKS</p> | <p>Third administration TAKS</p> |

**HOOKS ELEMENTARY
2008-2009**

Goal 3: To maintain or increase a daily attendance percentage of 96%

| Strategies/Activities | Person Responsible | Resources | Timeline | Formative Evaluation | Summative Evaluation |
|---|------------------------------------|---|---|---|-----------------------------|
| Inform parents of importance of attendance and punctuality | Principal Counselor Teachers | Handbook Newsletters Letters Phone | August 08- June 09 | Daily Attendance Daily Tardies Student Records | AEIS |
| Contact parents after student have been absent/tardy for three days | Teachers | Attendance Records Check-In | August 08- June 09 | Phone Log Letters | AEIS |
| Require parents to send a note, doctor's excuse or call to explain each student's absence | Principal Teachers | Secretaries | August 08- June 09 | Daily Attendance Log | AEIS |
| Contact parents by letter concerning excessive absences and/or tardies | Principal | Secretaries | August 08- June 09 | Attendance records Check-in Software | AEIS |
| Reward students for perfect attendance at the end of each six weeks and year | Attendance Committee | Reward budget Notes to parents Newspaper Website | August 08- June 09 | Attendance records Check-in Software | AEIS |
| Celebrate "100 Days of Perfect Attendance" | Principal Counselor Teachers | Reward budget Newspaper Website | August 25, 2008 - February 2, 2009 | Attendance records Sign-in sheet Doctor's excuses | AEIS |

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| Meet with Attendance Committee to discuss retention/placement/promotion of students with excessive absences (over 18 days) | Principal Counselor | Teachers Parents | June 09 | Attendance records Excuses Doctor's Statements | AEIS |
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**HOOKS ELEMENTARY
2008-2009**

Goal 4: To provide opportunities to assure success for all students including special populations

| Strategies/Activities | Person Responsible | Resources | Timeline | Formative Evaluation | Summative Evaluation |
|--|--|--|-----------------------|---|----------------------|
| Provide small group Language Arts class for ESL students in grades K-2 nd supported by Creative Education Institute (CEI) lab which uses Essential Learning System (ELS) multidimensional, therapeutic software to address reading, language, and learning development needs. | Principal Assistant Principal Counselor District ESL Coordinator CEI Manager | CEI lab ELS software <u>Title I</u> \$17,582 - .50 Teacher \$13,688 - .84.5 Paraprofessional | August 08- June 09 | CEI Data Progress Reports Report Cards TPRI | TAKS SAT 10 |
| Continue summer school classes for ESL students | Principal Assistant Principal Counselor ESL Coordinator | TEKS CEI | June 2009 | Summer School Enrollment Pre/Post Tests | TAKS SAT 10 |
| Provide small group reading for ESL students | Principal Assistant Principal Counselor ESL Coordinator Reading Coach | Scott Foresman | August 08- June 09 | Progress Reports Report Cards Benchmark Tests TPRI | TAKS SAT 10 |
| Plan and implement summer reading program | Principal Assistant Principal Reading Coach | Library Parents | June 09- August 09 | Library Report | TAKS SAT 10 |
| Continue opportunities for students to participate in the Gifted and Talented Education (GATE) Program | Principal Assistant Principal Counselor GATE Committee | GT Teacher Classroom Teachers | August 08- June 09 | GT Lesson Plans | TAKS SAT 10 |

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| Provide opportunities for students to participate in enrichment activities | Principal Assistant Principal Counselor Teachers | Curriculum Guides Internet Community KidSpiration UIL Events Challenge Readers AR | August 08- June 09 | Curriculum Lesson Plans | Number of students receiving "Commended Performance" on TAKS |
| Provide intervention program for dyslexic students | Principal Assistant Counselor District Dyslexia Coordinator and Teacher Campus Intervention Team | "Take Flight" Curriculum <u>SCE Funds in support of Title I School-wide Program</u> \$38,645 - 1 Teacher \$1,000 -Supplies \$ 900- Travel \$3,000-Benefits <u>Title I</u> \$8,480 - .20 Teacher | August 08- June 09 | Curriculum Lessons Plans | TAKS SAT 10 |
| Limited use of Alternative School | Principal Assistant Principal | <u>SCE Funds in support of Title I School-wide Program</u> Tuition New Boston ISD \$1,000 | August 08- June 09 | Office referrals Review of student progress | Successful completion of AEP |
| Provide the least restrictive environment for all special education students | Campus Intervention Team ARD Committee | Resource Teacher Inclusion Teacher Special Education Aides | August 08- June 09 | TPRI mCLASS:Math Benchmark Tests Progress Reports Report Cards ARDs | TAKS SAT 10 |

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| <p>Continue full day prekindergarten classes for all in-district students who are 4 years of age on or before September 1 following the new PreK Guidelines with whole and small group instruction</p> <ul style="list-style-type: none"> • Scott Foresman reading readiness • Scott Foresman/Addison Wesley math readiness • Hand Writing Without Tears • MacMillan /McGraw-Hill health and wellness • TLC Art | <p>Principal Assistant Principal Counselor Teachers Instructional Aides</p> | <p><u>SCE Funds in support of Title I School-wide Program</u> \$12,733 - .30 Teacher \$11,266 - .30 Teacher \$9,805 - .30 Teacher \$9,655 - .30 Teacher \$23,547 - 1 Paraprofessional \$19,149 - 1 Paraprofessional \$14,511 - 1 Paraprofessional \$12,094 - 1 Paraprofessional Benefits/Decline in Pre-K Grant Amount \$15,000 <u>PK Grant</u> \$19,100 - .45 Teacher \$16,899 - .45 Teacher \$14,708 - .45 Teacher \$14,483 - .45 Teacher</p> | <p>August 08- June 09</p> | <p>Weekly Reports Report Cards</p> | <p>Kindergarten Readiness Test</p> |
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| Provide intervention for prek students not developed in the area of reading readiness | Principal Counselor Teacher | Language for Learning | October 08- June 09 | Dial 3 | Kindergarten Readiness |
| Provide school-wide content mastery | Principal | <u>SCE Funds in support of Title I School-wide Program</u> \$3,253 - .25 Paraprofessional \$11,968 - .25 Teacher \$6,507 - .50 Paraprofessional \$9,600 -1 Paraprofessional \$12,500 - .83 Paraprofessional \$4,000-benefits | August 08- June 09 | Content Master Log | TAKS SAT 10 |

**HOOKS ELEMENTARY
2008-2009**

Goal 5: To effectively utilize technology to improve student achievement

| Strategies/Activities | Person Responsible | Resources | Timeline | Formative Evaluation | Summative Evaluation |
|--|--|---|-----------------------|--|----------------------|
| Continue to up-grade, maintain, and integrate technology in classrooms and labs <ul style="list-style-type: none"> • Overhead projectors • Listening Centers • Projectors • Computers • Elmos • Victor Readers • Audio Books • Study Buddies • Digital Cameras • Televisions • Scanners • Printers | Principal District Technology Director | <u>SCE Funds in support of Title I School-wide Program</u> \$7,000 Supplies \$15,067 - .60 Paraprofessional \$12,000- Contracted Services \$30,000- Computers for lab \$3,000-Fixed Assets \$2,000-Benefits | August 08- June 09 | Technology Requests Technology Plan Student Projects | TAKS SAT 10 |
| Complete the Star Chart Survey | Principal District Technology Director | Teachers | November 2008 | Star Chart | TAKS SAT 10 |
| Continue to develop teachers as facilitators, mentors, and co-learners to integrate technology through core content | Principal Assistant Principal District Technology Director | Region VIII ESC Mentor Teachers Campus Tech Facilitators District Tech Facilitators | August 08- June 09 | PDAS Observations Lesson Plans | TAKS SAT 10 |

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| Continue to maintain and update campus web site | Principal Technology Aide | Teachers | August 08- June 09 | www.hooksisd.net | Parent Survey |
| Continue technology classes for K-4 th students | Principal Assistant Principal Counselor Technology aide | <u>Title I</u> \$20,435 - 1 Paraprofessional SRA Technology ConnectTech PAWS | August 08- June 09 | Lesson Plans Student Projects | TAKS SAT 10 |

**HOOKS ELEMENTARY
2008-2009**

Goal 6: To provide a healthy, safe, secure and a respectful learning environment for students and staff

| Strategies/Activities | Person Responsible | Resources | Timeline | Formative Evaluation | Summative Evaluation |
|---|--|--|-------------------------|-----------------------------|-----------------------------|
| Continue to revise and implement school-wide discipline plan | Principal Assistant Principal Counselor Teachers | TPTR: \$30,000 - .52.5 Administrator Handbook Student Code of Conduct Texas Behavior Support Initiative | August 08- June 09 | Discipline referrals | LYNX Discipline Reports |
| Continue character education through integrated classroom curriculum teaching good character traits and character ed groups | Counselor | Bulletin Board Display Posters | August 08- June 09 | Discipline referrals | LYNX Discipline Reports |
| Continue to honor students displaying appropriate behaviors | Counselor | Bulletin Board Display Character Ed Coupons Rewards | August 08- June 09 | Discipline referrals | LYNX Discipline Reports |
| Celebrate "Red Ribbon Week" | Counselor | Region VII Service Center Teachers | October 23- 31, 2008 | Lesson Plans Calendar | LYNX Discipline Reports |

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| Implement the CHAMPs program by identifying major long-range instructional and behavior goals, developing and displaying guidelines for student success while maintaining high positive expectations as teachers build and maintain positive relationships with students' families. | District Curriculum Director Principal Assistant Principal Counselor Staff | Professional Development Staff Meetings | August 08- June 09 | Office Referrals | LYNX Discipline Reports |
| Train staff members in "emergency operations" | District EOP Coordinator | Crisis Response Plan | August 08- June 09 | Staff Development | Incident Reports |
| Offer CPR/First Aid Training to staff members | Principal | School Nurse | August 08- August 09 | Staff Development | Incident Reports |
| Conduct fire drills, disaster drills, bus evacuation drills, and crisis drills | Principal Director of Emergency Operations | Crisis Response Plan Evacuation Maps Go-Kits Fire/Police Dept. Teachers | August 08- June 09 | Calendar Safety Audit | Incident Reports |
| Continue to enforce Foods of Minimal Nutritional Value (FMNV) Policies | Principal Teachers | Student Handbook Teacher Handbook Newsletter Teachers Cafeteria Manager School Nurse | August 08- June 09 | Menu Calendar (Parties) | FitnessGram |
| Improve health and fitness for all students through walking/running program | Principal Assistant PE Coaches PE Aide | Lesson Plans | August 08- June 09 | Hornet Mile Club | FitnessGram |

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| Continue student participation in physical activity for a minimum of 135 minutes per week | Principal PE Coaches PE Aide | TEKS | August 08- June 09 | Lesson Plans Master Schedule | FitnessGram |

**HOOKS ELEMENTARY
2008-2009**

Goal 7: To create student leadership, thoughtful service, authentic learning, reflective practice, and strong partnerships

| Strategies/Activities | Person Responsible | Resources | Timeline | Formative Evaluation | Summative Evaluation |
|--|--|---|-------------------------|-----------------------------|-----------------------------|
| Continue "Hopping Hornets" jump rope/tumbling team | Angie Graham Stacy Harris Arielle Gooden | Activity Fund | September 08-June 09 | Team performances | AEIS |
| Plant, maintain, explore activity centers in the "outdoor classroom" | Angie Graham Teachers | Service Learning Grant | August 08- June 09 | Grant guidelines | AEIS |
| Partner with Hooks Community Club to rebuild McArthur Park | Angie Graham | Service Learning Grant | August 08- June 09 | Grant guidelines | AEIS |
| Honor people and celebrate events of historical and cultural diversity | Principal Assistant Principal Counselor Teacher | Hopping Hornets Students/Sponsors Internet Positive Promotions | August 08- June 09 | Lesson Plans Calendar | AEIS |

**HOOKS ELEMENTARY
2008-2009**

Goal 8: To communicate with parents and encourage parental involvement

| Strategies/Activities | Person Responsible | Resources | Timeline | Formative Evaluation | Summative Evaluation |
|--|--|---|-----------------------|---|--|
| Provide handbooks, school calendars, memos, and supply lists for parents | Principal Counselor | Teachers Secretaries | August 08- June 09 | Acknowledgement forms Phone calls/Notes/ Visits | Parent survey Questions from Parents |
| Continue "Meet the Teacher Night" prior to the first day of school | Principal Counselor | Teachers | August 2008 | Sign-in sheets | Parent survey Questions from Parents |
| Conduct a minimum of two "Parent/Teacher Conferences" per student during the school year | Principal Counselor | Teachers | August 08- June 09 | Parent-Teacher Conference Report Form Conference Log | Parent survey Questions from Parents |
| Send progress reports to parents of students in grades 1-4 at the end of the third week of each grading period | Counselor | Teachers Secretaries | August 08- June 09 | Parent Signatures on returned reports | Parent survey Questions from Parents |
| Invite parents to View Student Information (VSI) training | Director of Corporate Community and Parental Development Principal Assistant Principal | 3 rd /4 th Grade Teachers | October 08 | Sign-in sheet | Parent survey Questions from Parents |
| Publish a monthly calendar to inform parents of upcoming events | Principal | Technology Aide Teachers | August 08- June 09 | Calendars | Parent survey Questions from Parents |

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| Up-date campus web pages with current information for parents | Principal | Technology Aide Teachers | August 08- June 09 | Campus Website | Parent survey Questions from Parents |
| Continue to collect and catalog resources in the library for parents to check out | Principal Counselor Teachers | Librarian | August 08- June 09 | Library records | Parent survey Questions from Parents |
| Report school news to local newspapers | Counselor | Elementary Staff Tech Facilitator | August 08- June 09 | Newspaper articles | Parent survey Questions from Parents |
| Schedule individual LPAC Conferences | Principal ESL Coordinator Teachers | Individual progress/tests results | April 09 - May 09 | Sign-in sheet | Parent survey Questions from Parents |
| Invite parents/grandparents to participate in "Grandparent's Breakfast", "Muffins for Mom", "Donuts for Dad", and "Open House" | Principal Assistant Principal Counselor Teachers | Activity Fund | Grandparent's Day Book Fair Public Education Week | Sign-in Sheets | Parent survey Questions from Parents |
| Select a "Parent Representative" from each classroom to serve as a network for parent involvement activities | Principal | Teachers Secretaries | August 2008 | Parent Representative Roster | Parent survey Questions from Parents |
| Continue to support the Parent Booster Club | Parent Representatives | Parents | August 08- June 09 | Membership Attendance to Meetings | Parent survey Questions from Parents |
| Survey parents concerning areas in which they would be willing to volunteer | Principal Counselor | Handbook Volunteer Questionnaire | August 08- June 09 | Volunteer Resource List | Parent survey Questions from Parents |

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| Compose and maintain a list of parents and community members who would volunteer to serve as a resource for presentations regarding life skills, vocations, professions, and hobbies | Counselor | Handbook Volunteer Questionnaire | August 08- June 09 | Volunteer Resource List | Parent survey Questions from Parents |
| Recognize student achievements | Principal Assistant Principal Counselor Teachers | School records | August 08- June 09 | Student Participation | Parent survey Questions from Parents |
| Invite parents to attend Family Night <ul style="list-style-type: none"> • Kindergarten - "A Storybook Picnic" • PreK - "Cookies with Santa" • 3rd Grade - "Stomp to success" • 4th Grade - "Blues and BBQ" • 1st Grade - " A Night with the Stars" • 2nd Grade - "CSI: Confident Second (Grade) Investigations" | Principal Assistant Principal Angie Graham Teachers | Service Learning Grant | August 08- June 09 | Sign-In Sheet | Parent survey Questions from Parents |

| | | Totals | | | |
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| | | <u>Total FTE's:</u> Teachers - 2.45 Paraprofessionals - 7.18 <u>Total SCE Funds in support</u> <u>of Title I School-wide</u> <u>Program</u> \$310,000 | | | |