

RAQUEL CAVAZOS ELEMENTARY CAMPUS IMPROVEMENT PLAN

2017-2018

Students First • Innovation • Collaborative Ownership • Diversity • Continuous Learning

Vision Statement

RAQUEL CAVAZOS ELEMENTARY will prepare and inspire all students to be equipped to excel in the college and career of their choice, dominate 21st century skills in leadership, knowledge, language, and technology to compete in a global economy and serve as successful citizens in their community

Collective Commitments

We believe that we have the duty to foster opportunities for each student to build a legacy of success .

We, therefore, collectively commit to:

- ✓ Putting students first and inspiring innovation
- ✓ Taking ownership of a collaborative, educational partnership through student, parent, and civic engagement
- ✓ Understanding cultural diversity with the ability to relate effectively amidst varied cultures within a global economy
- ✓ Learning professionally for continuous improvement

Nondiscrimination Notice

RAQUEL CAVAZOS ELEMENTARY does not discriminate on the basis of race, color, national origin, sex, or disability in providing education services, activities, and programs, including vocational programs, in accordance with Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Educational Amendments of 1972; and section 504 of the rehabilitation Act of 1973; as amended.

MISSION CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
Board of Trustees
2017-2018

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DISTRICT GOALS

- GOAL 1.0** **Mission CISD Students demonstrate academic success through a curriculum that is well balanced, appropriate, and relevant to the real world in order to be college and career ready.**
- GOAL 2.0** **All stake holders understand the district's mission and vision and are actively involved in providing service to our family and community to ensure the education of our students.**
- GOAL 3.0** **Mission CISD has a plan to address the efficient operations of District facilities, safe environment, integration of technology, and fiscal responsibility.**
- GOAL 4.0** **A process is in place that assures quality and highly effective personnel will be recruited, developed, and retained as part of our Mission CISD team.**

RAQUEL CAVAZOS ELEMENTARY

Roster by Grouping

2017-2018

Campus Based Professional Staff

Norma Lopez
Aurora Gonzalez
Andrea Garcia
Maria Eugenia Valadez
Lizeth Castro
Ana Reyna
Erika Martinez
Denise Cirlos

Non-Teaching

Nelly Flores
Vanessa Cruz
Jacqueline Leo
Denise Cirlos
Nancy Ramirez

District Level Professional Staff

Armandina Ramirez

Teachers (Secondary)

None

Non Teaching (Secondary)

None

Business Representatives

Calixto Hernandez

Parents

Esmeralda Guerrero-Vasquez
Claudio Olivarez

Community Representatives

Ubaldo Cirlos
Tayna Alvarez

Other

Jose Cazares, Technology Specialist

Central Office Representative

Sergio Peña

CAMPUS IMPROVEMENT PLAN**Directory**

NAME	TITLE
Nelly Flores	Principal
Vanessa Cruz	Assistant Principal
Jacqueline Leo	Counselor
Denise Cirlos	Librarian
Nancy Ramirez	Instruction and Assessment Strategist
Eva Zamarippa	LVN
San Juanita Hernandez	PK Teacher
Norma Lopez	PK Teacher
Melissa Rodriguez	PK Teacher
Sandra Flores	Kinder Teacher
Ernestina Gamboa	Kinder Teacher
Diana Garcia	Kinder Teacher
Aurora Gonzalez	Kinder Teacher
Cynthia Perez	Kinder Teacher
Irma Dillard-Solis	1st Grade Teacher
Jesus Fuentes	1st Grade Teacher
Andrea Garcia	1st Grade Teacher
Cynthia Gonzalez	1st Grade Teacher
Yvonne T. Perez	1st Grade Teacher
Selene Martinez	2nd Grade Teacher
Michelle Salazar	2nd Grade Teacher
Maria Eugenia Valadez	2nd Grade Teacher
Elda Velazquez	2nd Grade Teacher
Camila Castro	3rd Grade Teacher
Lizeth Castro	3rd Grade Teacher
Blanca Gonzalez-Morales	3rd Grade Teacher
Claribel Gonzalez	3rd Grade Teacher
Veronica Cruz	4th Grade Teacher
Jason Gray	4th Grade Teacher
Ana Reyna	4th Grade Teacher
Lars Tamen	4th Grade Teacher
Marissa Chavez	5th Grade Teacher
Selma Jones	5th Grade Teacher
Erika Martinez	5th Grade Teacher
Stacie Gerlach	5th Grade Teacher

CAMPUS IMPROVEMENT PLAN**Directory Cont.**

NAME	TITLE
Katrena Henry	Music Teacher
Monica Salinas-Rivas	P. E. Coach
Antonio Urrabazo	Math Coach
Kastelly De Leon	Reading Coach
Isabel Venegas	PK Aide
Sara Gonzalez	PK Aide
Jennifer Hernandez	PK Aide
Gina Cantu	Kinder Aide
Erika Guerra	Library Aide
Elisa Hernandez	Physcial Education Aide
Irasema Trevino	Special Ed Self-Contained Aide
Guadalupe Rivera	Special Ed. Self-Contained Aide
Jose Cazares	Campus Technician
Melva Galaviz	Principal Secretary
Maricela Charles	Student Data Mangement Clerk
Veronica Aguayo	Student Activity Clerk
Melissa Guzman-Morales	Parent Liaison
Julissa Alanis	Self Contained Teacher
Cassandra Trevino	LSSP
Mayra Perez	Speech Therapist
Vanessa Gonzalez	Speech Diagnostician
Amanda Gonzalez	Resource Teacher
Rosie Mora	Dyslexia Teacher
Eglantina Bulos	Bilingual Aide
Norma Garza	Computer Lab Proctor
Imelda De La Garza	Resource Aide



COMPREHENSIVE NEEDS ASSESSMENT

DEMOGRAPHICS

- 1 Need to increase our GT population by testing more students and teaching with GT strategies and techniques
- 2 Intentionally monitor and mentor migrant, Special Ed, ELL, and dyslexia students
- 3 Extensively monitor students with excessive tardies and absences
- 4 Award students every six weeks for perfect attendance
- 5 Award students every six weeks for "A" and "A/B"

STUDENT ACHIEVEMENT

- 1 Oral Language Development
- 2 Vocabulary Development
- 3 Reading Comprehension
- 4 Phonics
- 5 Intentional opportunities for writing and oral presentations across grade levels
- 6 Differentiated instruction
- 7 PD for teachers
- 8 Bilingual Resources

SCHOOL CULTURE AND CLIMATE

- 1 Continue to budget for student incentives (Honor celebrations; attendance; AR)
- 2 Additional counseling for students
- 3 Parent training (AR; iStation)
- 4 Community events (Fall Festival; Winter Expo; Health Fair; Movie Nights; AR)

STAFF QUALITY, RECRUITMENT AND RETENTION

- 1 Have vertical representation during hiring process
- 2 Continue to purchase supplies
attend to grade level needs
- 3 Continue to hire team teachers to help work with small groups
- 4 Quality training for teachers, i.e. Bilingual/Dual, Math and Reading
- 5 Refresher courses for technology

CURRICULUM, INSTRUCTION AND ASSESSMENT

- 1 PTO implementation
- 2 Funds for Spanish Resources
- 3 Parenting Classes: content based to assist their children
- 4 Funds for Resources
- 5 Staff Development / Inservices

FAMILY AND COMMUNITY INVOLVEMENT

- 1 Continue to increase enrollment
- 2 Create PTO and parent volunteers
- 3 More incentives / motivation for students
- 4 More student assemblies to invite parents
- 5 More parenting classes
- 6 After school care



COMPREHENSIVE NEEDS ASSESSMENT

SCHOOL CONTEXT AND ORGANIZATION

- 1 Continue incentives for testing/growth
- 2 Replenish supplies for Science Lab
- 3 Continue support from District Coordinators
- 4 After School Day Care
- 5 Better communication among staff

TECHNOLOGY

- 1 High Speed Internet
- 2 Proper training and follow throughs
- 3 Updated and more grade level appropriate learning apps and software

School Wide Components

- 1 Comprehensive Needs Assessment
- 2 Reform Strategies
- 3 Instruction by Highly Qualified Teachers
- 4 High Quality Professional Development
- 5 Strategies to Attract HQ Teachers
- 6 Strategies to Increase Parental Involvement
- 7 Transition
- 8 Teacher Decision Making Regarding Assessments
- 9 Effective and Timely Assistance to Students
- 10 Coordination and Integration



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 1 CURRICULUM & INSTRUCTION-COLLEGE AND CAREER

OBJ 1 Increase student performance in the core subject areas with additional support and priority for specific areas and targeted populations.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
1.1.1 Fully implement the vertically aligned Mission CISD Curriculum Pre-Kinder through 5th grade with fidelity including the increase use of research-based instructional strategies and methodologies that support students with disabilities in all settings.	Principal Teacher(s) Assistant Principal(s) Academic Strategist Bilingual Teacher(s) Librarian(s)	199, 175,211	Daily	Lesson Plans Walkthroughs Formal & Informal Observations Six Weeks Assessments District Benchmarks	1,2,3
1.1.2 Utilize multiple sources of data including district assessments such as six weeks tests, benchmarks, and a variety of resources to address missed system safeguards on state accountability and PBMAS.	Principal Testing Strategist Assistant Principal(s) Academic Strategist PEIMS Coordinator	199, 175, 211	Daily	Texas Academic Performance Reports (TARP) Academic Excellence Indicator System(AEIS) School Report Card Report Cards AWARE Reports	1,3,8, 9
1.1.3 Provide research based instructional and supplemental materials to prepare students for the STAAR, while increasing the number of students that attain meets, masters levels, and continue to close learning gaps; EL students will demonstrate language acquisition to the next level until they reach advanced high on all domains.	Principal Testing Strategist Academic Strategist LPAC Coordinators Assistant Principal(s) Teacher(s)	211,175,165	Every Six Weeks	PLC Meeting Minutes Six Weeks Test Results Benchmark Results LEP Plans of Success	1,9
1.1.4 Increase the academic achievement of all special population students through vertical planning, monitoring student progress, student records/portfolios, data walls, and team teachers.	Assistant Principal(s) Principal Resource Teachers	211, 175	Every Six Weeks	Progress Report Cards Report Cards Data Room Graphs	1
1.1.5 Students will be recognized for academic achievement, social excellence, and attendance by grade level. Incentives and/or motivators will be purchased for students who are excelling in core subjects, behavior, citizenship, and/or attendance for the six weeks. Provide STAAR motivational activities for students in grades 3 - 5.	Principal Teacher(s)	199	Every Six Weeks	Report Cards Benchmark Results Attendance Verification Sheets	1,9



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Action	Person Responsible	Resources	Timeline	Evaluation	swc
1.1.6 Meet with SBDM and CILT Committees to discuss issues and concerns regarding curriculum, instruction, assessment, and report concerns to Executive Director for Elementary Education.	Principal SBDM Committee	199	Every Six Weeks	Six Weeks Test Benchmarks Results Report Cards	1,8
1.1.7 Implement the district Pre-K curriculum according to the Texas Pre-K guidelines and administer a school readiness inventory (CPALLS) to all prekindergarten students in the BOY, MOY, EOY, and continue to progress monitor. Ensure that students participating in early childhood education programs transition to elementary campuses.	Teacher(s) Principal Academic Strategist	Pre-K Grant	Daily	Lesson Plans CPALLS Results	1,7
1.1.8 Fully implement and monitor Mission CISD curriculum documents to address the time and treatment language requirements of our District One-Way Dual Language Education Model (PK - 4th) and Transitional Early Exit Model (5th grade).	LPAC Coordinators	263	Daily	LEP Plans of Success LPAC Minutes	1,9
1.1.9 Coordinate efforts to increase academic achievement to 95% for all students, utilizing academic coaches (Reading and Math), campus based bi-weekly professional learning communities, team teachers, and enrichment academies.	Principal Assistant Principal(s) Teacher(s) 504 Administrator Academic Strategist ARD Committee Bilingual Teacher(s) Dyslexia Strategist LPAC Coordinators	199, 211, 175	Daily	Report Cards AWARE Reports LEP Plans of Success IEP and IAP 504 IAP Walk throughs Lesson Plans	1,3,8, 9
1.1.10 Provide the IAS with the necessary instructional strategies, trainings, research based resources, and materials to interpret data desegregation to ensure academic success.	Principal SBDM Committee CILT Committee Teacher(s)	165,211	Every Six Weeks	STAAR Results, Six Weeks Results, Benchmarks	1,9



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Action	Person Responsible	Resources	Timeline	Evaluation	swc
1.1.11 Provide counselor with the necessary resources and materials to promote the following: school-wide anti-bullying, a drug-free environment for Red Ribbon Week, a safe environment at school and on the bus, self-confidence, good decision-making, and being students of good character.	Principal SBDM Committee	199	Every Six Weeks	Counseling Log, Requisition Forms	1
1.1.12 Utilize the Title I, Part A funds reserved for professional development (e.i. DMR & The Writing Academy).	Principal	211	Monthly	Formal & Informal Observations Walk-throughs T-TESS Goals	1,4
1.1.13 Participate in district content area initiatives and attend district trainings in all areas to be able to target RTI, At-Risk, Economically Disadvantaged, Special Education, and English Learner students.	Principal Teacher(s) Academic Strategist RTI Committee		Yearly	Walk-throughs Formal & Informal Evaluations 4th Grade Writing Benchmark Results PD Sign In Sheets	1,4
1.1.14 Acquire library resources to meet the academic needs of diverse populations and learning styles. Continue to promote and encourage reading literacy by purchasing and updating books for the LRC annually.	Librarian(s) Teacher(s) Principal	199	Weekly	AR Reports Weekly Reading Test Reading Benchmark Results STAAR Results	1,9
1.1.15 Coordinate mentoring programs to develop migrant students' learning styles, study skills, and encourage them to participate in district's migrant robotics.	Migrant Strategist Principal	212	Weekly	Observations and students needs Report Cards Teacher Feedback Saturday Robotics Sessions	1,9
1.1.16 Ensure that Priority for Service Migrant Students have an action plan which indicates academic and supplemental support, while providing necessary instructional supplies and materials.	Migrant Strategist Principal	212	Daily	Observations and needs of students Report Cards	9,1
1.1.17 Ensure migrant students who failed STAAR in any content area participate in summer school programs.	Testing Strategist Teacher(s) Migrant Strategist Principal	212	Yearly	STARR Results	1,9



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Action	Person Responsible	Resources	Timeline	Evaluation	swc
1.1.18 Implement SSRW and Estrellitas as a supplemental program for students in PK, KN, 1st, 2nd, and 3rd grade (as needed).	Teacher(s) Academic Strategist Principal	263	Daily	Lesson Plans TELPAS Results I-station ISIP Español Reports	1,9,4
1.1.19 Promote college and career readiness and awareness by having each grade level wear a college shirt provided by the campus.	Counselor(s) Teacher(s) Principal	199	Daily	Lesson Plans College Visit Survey College Banners Display	1,7
1.1.20 Continue the use of research based instructional materials and technology programs to prepare students for the STAAR objectives, assessments, and strengthen the Mission CISD curriculum, such as: * Kamico * Motivational Math, Reading, Math, Science * Study Island * Brainpop.com * EduSmart * United Streaming * Understanding Numeration (KN - 2nd) * FasttMath * STEMScopes * Istation * Connect Ed * Sci Tech Lab * Imagine Math	Principal Teacher(s) Academic Strategist	175,211,263	Yearly	Six Weeks Test Results STAAR Results TELPAS Results	1,8
1.1.21 Disaggregate data using STAAR results, Eduphoria AWARE, TELPAS results, six week assessments, and monitor weekly grades. Lower grades will use data gathered from i-station, math, and reading fluency.	Testing Strategist Teacher(s) Principal LPAC Coordinators		Every Six Weeks	Assessment Reports PLC Meeting Mintues	1,9
1.1.22 Ensure participation in Scripps National Spelling Bee.	Principal Librarian(s)	199	Yearly	Event participation	1
1.1.23 Ensure participation in Destination Imagination program.	Teacher(s) Principal	199	Yearly	Competition Results DI Trainings	1,2



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Action	Person Responsible	Resources	Timeline	Evaluation	swc
1.1.24 Participate in winter drama performance at the high schools to provide real-life experiences of how the elements of drama are presented and to ensure high levels of mastery on all reading skills PK - 5th grade.	Teacher(s) Principal	211 199	Yearly	Field Trip Lesson Plans	1,10
1.1.25 Ensure students participate in Science, Technology, Engineering and Math (STEM) topics through Robotics.	Teacher(s) Principal Librarian(s)	199	Yearly	Event Participation	1,10
1.1.26 Participate in the Platinum Word Mark Program and provide incentives for reaching the goals as a class (K-2) and individually (2nd - 5th grade).	Librarian(s) Teacher(s) Principal	199	Weekly	AR Word Count Report	1,9
1.1.27 Participate in various reading events to promote reading literacy such as, Bluebonnet Competition, reading challenges, author visits, D.E.A.R., at least 2 Book Fairs, and literacy nights.	Librarian(s) Principal	199	Monthly	District Competition Sign-in sheets AR Reports AR Family Night Sign-In Sheet	1,9
1.1.28 Participate in National Book Week and National Library Week.	Librarian(s) Principal	199	Yearly	Activities in library for students and families	1,9
1.1.29 Purchase annual site licenses for legal use of Walt Disney, Paramount Pictures, and Warner Brothers to enhance student learning in the classroom.	Librarian(s) Principal	199	Yearly	Invoice	1,10
1.1.30 Provide opportunities for the campus librarian to attend professional development in order to update her knowledge and skills in the areas of best practices, research, integration of curriculum, resources, teaching strategies, and technology applications.	Principal	199	Yearly	Certificate of Attendance Library Classes Lesson Plans	4
1.1.31 Purchase new student/staff computers and/or chrome books to replace out-dated equipment.	Principal SBDM Committee Campus Computer Technician	211	Yearly	Inventory Check Fixed Assets	1



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1.1.32 Purchase all levels of Spanish books for EL population in order to enhance literacy and strengthen participation in the AR program.	LPAC Coordinators Librarian(s) Assistant Principal(s) Principal	263,165,211	Yearly	Request of Resources	1,4
1.1.33 Announce classrooms who had 100% participation and 85%+ in AR testing every Monday during announcements and offer incentives for individual students, classrooms and/or grade levels who reach their weekly AR goals.	Principal Librarian(s) Teacher(s)		Weekly	AR reports	1,9
1.1.34 AR, Honor Roll, classroom participation celebrations will be hosted by grade levels. Campus will provide the incentives.	Librarian(s) Principal	199	Yearly	Report Cards AR Reports	1,9
1.1.35 Support district initiatives for student participation in extra curricular activities (UIL, Robotics, DI, Athletics, and Fine Arts) as well as educational field trips. Hold end-of-year celebration for participants in the above named activities.	Principal Teacher(s) UIL Coaches UIL Coordinator P.E. Coach	199	Every Six Weeks	Report Cards Progress Report Cards UIL Meet Results Robotics Competition Results	1,10
1.1.36 Provide career day opportunities for all grade levels and college field trip to UTRGV and/or STC for 5th graders.	Counselor(s) Principal	199	Yearly	Event calendar	7,10
1.1.37 EOY Awards will be provided for students for Perfect Attendance, A Honor Roll, A/B Honor Roll, Top Homeroom Student, Citizenship, Top AR Readers, STAAR Advanced Performance Trophies, STAAR Satisfactory Medals, and Principal's Award.	Principal	211	Yearly	Attendance Reports Report Cards STAAR Results	1,9
1.1.38 School dances with face painting will be provided periodically to reinforce good behavior and attendance. Provide incentives and drawings for bicycles for students with perfect attendance at the end of each semester.	Principal	199	Daily	Check on behavior reports	1,9



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Action	Person Responsible	Resources	Timeline	Evaluation	swc
1.1.39 Graduation for kinder students will be held at the end of each academic year, as well as awards assemblies for grades 1 - 4, and a promotion awards assembly for 5th grade.	Principal Teacher(s)	211	Yearly	Parent Sign-In Log	1,7,9
1.1.40 Provide opportunities for students to experience a variety of instructional opportunities on-campus (field day and water day) as well as off-campus (EOY Field Trips).	Principal	199	Each Semester	Field Trip	1,9
1.1.41 Continue to implement the state mandated School Health Programs: Alliance for a Healthier Generation, and CATCH. Participate in district sponsored competitions such as volleyball, cross-country, football, basketball, and track meets; provide athletic uniforms for students participating in district sponsored sports competitions.	Assistant Principal(s) Counselor(s) Librarian(s) P.E. Coach Principal Resource Teachers School Nurse Teacher(s) Testing Strategist		Daily	CATCH guidelines	1,9
1.1.42 Physical Education curriculum will target obesity awareness, physical skills, and health education. Continue to assess students in grades 3 - 5 with the FITNESS GRAM.	P.E. Coach Principal		Daily	Lesson Plans	1,9
1.1.43 Continue to purchase necessary supplies and equipment for the Physical Education program and continue to collect Box Tops.	P.E. Coach Principal	199	Yearly	Inventory of Equipment	9
1.1.44 All new teachers will provide campus requisitions and list instructional materials/items needed, i.e. migrant, bilingual, special education and general education.	Principal	211,263,171	Monthly	Requisition Form	5,9
1.1.45 Teachers who have been reassigned grade levels will be provided within allotment to purchase instructional resources and materials for their new grade level (if needed).	Principal	211,263,171	Yearly	Requisition form	1,9
1.1.46 Purchase office supplies necessary for the execution and successful implementation of the job description of the administrators.	Principal	199	Each Semester	Requisition forms	1



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<p>1.1.47 Recognize staff throughout the year to promote high morale and positive school climate. We will continue to implement the following: *Fun Fest after school treats *Teacher Appreciation Gifts *Recognize Staff Birthdays *Staff Thanksgiving Luncheon *Staff Christmas Party *Secret Elf Week *Other miscellaneous items to promote a positive climate</p>	Principal Assistant Principal(s) Librarian(s) Counselor(s) Testing Strategist	199	Monthly	Staff Surveys Luncheon Invitations	1,5
<p>1.1.48 Monitor weekly guidance classes for all PK - 5th grade students during specials block targeting the following: suicide prevention, conflict resolution, violence prevention, and bullying.</p>	Principal Counselor(s)		Daily	Counselor's Log	1,9
<p>1.1.49 Provide identified 504 students with dyslexia services on a daily basis to increase their fluency and comprehension levels not only in reading, but in all content area. Services will be provided during a 45 minute block by dyslexia teacher.</p>	504 Administrator Principal Dyslexia Strategist		Daily	Herman Method Reports Esperanza Reports	1,9
<p>1.1.50 Monitor and update necessary library resources and equipment to continue to develop an effective school library program to provide students an opportunity to develop digital library skills and improve academic achievement.</p>	Principal Librarian(s)		Daily	Library Classes Inventory Reports	1,9,10
<p>1.1.51 Continue to monitor classroom instruction to reduce the overuse of discipline practices that removes students from classrooms. Ensure that students that have behavior problems are assigned a mentor.</p>	Principal Counselor(s)		Daily	Classroom Walk Throughs Counselor's Log Mentors' Logs	1,3,10
<p>1.1.52 Monitor PEIMS data to ensure that students that are transfers, homeless, at-risk, economically disadvantaged, recent immigrants or migrant are identified on a timely manner.</p>	Principal PEIMS Coordinator		Daily	Testing Demographic Report	9



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GOAL 1 CURRICULUM & INSTRUCTION-COLLEGE AND CAREER

OBJ 2 Evaluate and improve instructional support programs to meet the diverse needs of all students.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
1.2.1 Implement Response To Intervention (RTI) with fidelity, to address struggling students' needs. Utilize data from early reading and universal screeners for all students.	Principal RTI Committee Assistant Principal(s) Teacher(s)		Daily	I-station Reports Report Cards Fluency Checks Progress Reports Six Weeks Assessment Data	1,9
1.2.2 Implement and monitor the use of team teachers for accelerated and intensive instruction.	Principal		Weekly	Team Teacher Rosters Payroll Sign In Sheets	1,9
1.2.3 Increase participation in district-wide initiative to increase and secure a campus based information center to promote college-readiness of all students and parents.	Principal Teacher(s) Assistant Principal(s) Counselor(s)		Quarterly	Robotics Event STAAR	10
1.2.4 Provide instructional materials to all teachers to aid in the delivery of differentiated instruction.	Principal	199, 175, 211	Daily	Weekly & 6WKS Data Grade Level Minutes	3,4
1.2.5 Ensure participation in professional development by teachers and paraprofessionals involved with Special Education students.	Principal	171	Yearly	Staff Development Sign-In Sheets T-TESS Goals	3,4
1.2.6 Ensure consistent implementation of the district's bilingual and dual program models.	LPAC Coordinators Assistant Principal(s) Principal		Every Six Weeks	LEP Plans of Success TELPAS Results	1,7
1.2.7 Purchase instructional supplies and materials to ensure migrant students' academic progress and success.	Principal Migrant Strategist	212	Each Semester	Report Cards	1
1.2.8 Monitor progress of migrant students to identify and respond to academic needs targeting the PFS students.	Assistant Principal(s) Migrant Strategist Principal	212	Weekly	Report Cards	1,10
1.2.9 Implement a campus-wide mentoring program for struggling students.	Counselor(s) Principal		Monthly	Mentoring Logs	1,10



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Action	Person Responsible	Resources	Timeline	Evaluation	swc
1.2.10 Provide assistance to students suffering from an acute or chronic condition that impedes the student from achieving academic success through the district 504 program.	Principal 504 Administrator Teacher(s) School Nurse		Daily	504 IAP Plans & Minutes	1
1.2.11 Implement the special education Child Find process.	School Nurse Teacher(s)		Yearly	Child Find Reports	9
1.2.12 Utilize I-Station reading and math programs to ensure progression of students in Tier 2 and Tier 3. Conduct Reading and Math Fluency Checks according to district timelines.	Teacher(s) Campus Computer Technician Principal		Daily	I-Station Reports Math Fluency Reading Fluency	1
1.2.13 Implement research-based strategies and interventions to support the needs of culturally and linguistically diverse learners.	Teacher(s) Principal		Daily	Lesson Plans	1
1.2.14 Conduct RTI meetings to review RTI intervention strategies, implementation with students, and discuss student progress.	RTI Committee Assistant Principal(s) Principal Teacher(s)		Every Six Weeks	RTI Minutes RTI Plans I-station Reports	1,9
1.2.15 Provide opportunities for staff development in the RTI process, flexible grouping, vocabulary development strategies, writing strategies, centers, and differentiation.	Assistant Principal(s) Teacher(s) RTI Committee Principal	211	Every Six Weeks	RTI Minutes RTI Plans	1,9
1.2.16 Provide specific intervention materials to be utilized during targeted afterschool enrichment academies and Saturday tutorial sessions.	Teacher(s) Principal	211	Weekly	Tutoring Rosters Data Wall Charts	1,9



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Action	Person Responsible	Resources	Timeline	Evaluation	swc
1.2.17 Provide enrichment opportunities in core content for GT and purchase materials to be used for activities such as UIL and the Texas Performance Standards Project.	UIL Coordinator Teacher(s) Principal	199	Weekly	GT Logs	1
1.2.18 Provide intensive instruction for LEP students who have a composite score of beginning and intermediate levels of proficiency.	Teacher(s) Principal Assistant Principal(s)	211	Daily	LEP Plans of Success	1,7,9
1.2.19 Teachers serving GT/HA will participate in meetings with the Advanced Academic Services Coordinator every 6-weeks to provide support.	Teacher(s)		Every Six Weeks	Training Sign-In Sheets	1
1.2.20 Provide field trip opportunities for 5th graders to visit Mission High School, STC, and UTRGV.	Counselor(s) Principal	199	Yearly	Web Travel	1,7



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 1 CURRICULUM & INSTRUCTION-COLLEGE AND CAREER

OBJ 3 Sustain and improve a targeted, high quality coordinated professional development system.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
1.3.1 Provide professional development activities to support district initiatives and priorities.	Principal SBDM Committee	211	Every Six Weeks	Staff Development Sign-In Sheets Surveys eduphoria	1,4
1.3.2 Professional staff members (administrators, counselor, librarian, Instruction and Assessment Strategist, and classroom teachers) shall participate in professional development opportunities at Region One (trainings, workshops, and conferences).	Principal Counselor(s) Librarian(s) Teacher(s) Testing Strategist Assistant Principal(s)	211,165,263,19 9,255	Yearly	Training Certificates	1,4,5
1.3.3 Teachers will attend professional development to target the needs of GT students: *30-hour GT Training for campus teachers not yet certified; *Annual 6-hour GT update and training	Teacher(s) Librarian(s)		Yearly	Training Certificate	1,4
1.3.4 Provide a variety of opportunities for district-wide professional development to support academic success for all students.	Principal	211,263	Monthly	Sign In Sheets	1,4
1.3.5 Participate in professional development training sessions including: Dr. Diana M. Ramirez (DMR), Writing Academy, GLAD, Region One, Lead4ward, and LTF opportunities.	Teacher(s) Principal	211	Yearly	T-TESS Goals Sign In Sheets	1,4
1.3.6 Science teachers will participate in CAST, StemScopes, RGVSA, & Science update training for K-5th grade teachers.	Teacher(s) Principal	211	Yearly	T-TESS Goals Evaluations Certificates	1,4
1.3.7 Bilingual/Dual program teachers will participate in staff development trainings as per district, state, and federal requirements to increase LEP achievement through effective research-based teaching practices, approaches, and strategies (TABE).	Teacher(s) Principal	263	Every Six Weeks	T-TESS Goals Sign In Sheets	1,4



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 1 CURRICULUM & INSTRUCTION-COLLEGE AND CAREER

OBJ 3 Sustain and improve a targeted, high quality coordinated professional development system.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
1.3.8 Special Education Program teachers will attend training on practicing Research -Based Instructional Methodologies, Strategies, supports and participate in positive behavior supports, interventions, and alternatives to discipline, and comply with State and Federal Regulatory Mandates/Requirements Best Practice, and grading guidance for students with disabilities.	Principal Resource Teachers		Yearly	T-TESS Goals Sign In Sheets	1,4
1.3.9 Migrant strategist will monitor grades and attendance to comply with migrant federal mandates and requirements.	Principal Assistant Principal(s) Migrant Strategist		Monthly	Tyler Reports Migrant Priority Report	1
1.3.10 Teachers will participate in instructional technology trainings that support campus/district initiatives.	Campus Computer Technician Principal	211	Yearly	T-TESS Goals	1,4
1.3.11 Teachers will attend key leader meetings for social studies and science to continue planning and sharing for the upcoming six weeks.	Principal	211	Monthly	Sign In Sheets Certificates	1,4
1.3.12 IAS strategist will attend all district trainings and workshops, appropriate trainings at Region One, and state conferences.	Testing Strategist	199	Yearly	Training Materials	1,4
1.3.13 Librarian will attend professional development workshops offered by District, Fall Media Conferences, TCEA,TLA, and State Conferences.	Librarian(s)	199	Yearly	Training Materials	1,4
1.3.14 Provide the following through the Curriculum & Instruction department: New Teachers Academy, Administrators Academy, content specific training, program specific training for targeted subpopulations, Learning Focused Strategy Training for Campus Leadership, Bilingual Academy, Counselor's Academy, Building Relationships Academy, Campus Service Training, Diana Ramirez DMR Reading Training, Site-Based Targeted PD, STEM scope training, Ignite ION training, ELA & Math, Inclusion & Specialize Instruction Training, RTI Training, 504/ Dyslexia Training, Edgenuity Instructional Software, Data Disaggregation Program Training, State and Federal Accountability, updates, and legislative updates.	Academic Strategist Testing Strategist Principal Teacher(s) Special Ed Teacher(s) Resource Teachers		Monthly	PLC Meeting Minutes	1,4



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 1 CURRICULUM & INSTRUCTION-COLLEGE AND CAREER

OBJ 3 Sustain and improve a targeted, high quality coordinated professional development system.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
<p>1.3.15 Staff will attend state and national conferences related to program requirements and objectives, improving student performance, promoting continuing education, and attending professional development opportunities in relation to special programs such as:</p> <ul style="list-style-type: none"> * Bilingual/ESL * Special Education * Migrant * GT * SIP conference * NABE * TABE * Migrant National Conference * SSHS Conference * TASSP * TEPSA * TASA * ACET * TCES * PLC *Lead4ward 	<p>Teacher(s)</p> <p>Assistant Principal(s)</p> <p>Principal</p>	211,263	Yearly	T-TESS Goals Training Materials	1,4
<p>1.3.16 Attend the annual Administrator's Academy for the 2017-2018 school year.</p>	<p>Assistant Principal(s)</p> <p>Principal</p>		Yearly	Training Materials	1,4,10
<p>1.3.17 Attend professional development opportunities for campus administrators in all areas, but not limited too: campus leadership, instructional walk-throughs and evaluation, comprehensive needs assessment, campus improvement plan, STAAR, T-TESS, special programs such as Special Education, Bilingual/ESL., CTE., RTI, Dyslexia, 504, and Dual Language.</p>	<p>Assistant Principal(s)</p> <p>Principal</p>		Monthly	Training Material	1,4



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 1 CURRICULUM & INSTRUCTION-COLLEGE AND CAREER

OBJ 4 Use multiple sources of data to assess, guide, and strengthen instruction.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
1.4.1 Evaluate local and state assessment data and plan accordingly.	Principal Testing Strategist Teacher(s)	199, 211, 175	Every Six Weeks	Data Reports	1,8,9
1.4.2 Use data to evaluate academic success of students participating in special programs. Ensure that teachers have access to assessment data to plan instruction and interventions that are data driven.	Principal Testing Strategist Teacher(s)		Every Six Weeks	Data Wall Charts Multiple Reports	1,8,9, 10
1.4.3 Implement a systemic monitoring system for campus special population programs.	Testing Strategist Teacher(s) Assistant Principal(s) Principal		Every Six Weeks	Data Walls Data Teacher Binders	1
1.4.4 Disaggregate six weeks test results and address the areas in need of improvement and prescribed targeted interventions.	Testing Strategist Principal Assistant Principal(s)		Every Six Weeks	PLC Meeting Minutes	1,9,10
1.4.5 Disaggregate universal screener results and refer identified students for reading, math, speech, or behavioral interventions to the RTI team.	Assistant Principal(s) Teacher(s) RTI Committee		Every Six Weeks	Student Testing Data I-Station Reports	1,9
1.4.6 Engage in the Texas Accountability Intervention System (TAIS) to increase targeted campus interventions and performance in PBMAS (Performance Based Analysis, System Safeguards), TAPR (Texas Academic Performance Report), and AMAOS (Annual Measurable Academic Objective System).	Principal Testing Strategist Teacher(s)		Every Six Weeks	TAIS Report PBMAS Report TAPR Report AMAOS Report	1,2,10
1.4.7 Monitor the LPAC, RTI/504, and ARD process and decisions to ensure adherence to state and federal guidelines.	504 Administrator RTI Committee LPAC Coordinators ARD Committee	199, 263, 211, 175	Daily	LPAC Minutes LEP Plans of Success RTI Minutes & Plans 504 Minutes & Plans ARD Minutes & Plans	9,10



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 1 CURRICULUM & INSTRUCTION-COLLEGE AND CAREER

OBJ 4 Use multiple sources of data to assess, guide, and strengthen instruction.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
1.4.8 Participate in annual survey of parents to ensure the needs of migrant students are being met and to improve the migrant program.	Migrant Strategist		Yearly	Migrant Surveys	1
1.4.9 Implement a systematic analysis of curriculum based assessments and/or STAAR data for intentional instructional/accelerated intervention plans to be implemented during the school day, enrichment academy, and after school tutorials.	Teacher(s) Testing Strategist		Daily	Data Wall Charts Tutoring Rosters	1,9
1.4.10 Continue to monitor the academic progress of all EL students, including first and second year monitored students.	Teacher(s) Testing Strategist Assistant Principal(s)		Every Three Weeks	Monitoring Forms	1,10



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

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GOAL 1 CURRICULUM & INSTRUCTION-COLLEGE AND CAREER

OBJ 5 Ensure availability of resources to implement changing systems of accountability.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
1.5.1 Foster campus and district understandings of new standards and key concepts within the state and federal accountability systems.	Testing Strategist		Each Semester	ARD, 504 Meetings and staff meetings	8,10
1.5.2 Attend training for Campus Leadership Teams/RTI Core Teams in order to interpret and evaluate the new state assessments (STAAR).					1,2,10
1.5.3 Provide training to all stakeholders on how to interpret accountability reports specific to special populations. IAS will participate in trainings in order to interpret and evaluate the new state assessments (STAAR).	Testing Strategist	199	Monthly	Training Material	1,8,10
1.5.4 Provide staff development on 2017-2018 STAAR accommodations manual.	Testing Strategist		Every Six Weeks	Linguistic Accommodations List 504 & Sp Ed Plans Staff Development Sign In Sheets	1
1.5.5 Provide opportunities for campus personnel to attend regional conferences that address state accountability.	Principal Testing Strategist	199, 211	Quarterly	Certificates of attendance Turn around PD PD Evaluations	4,10
1.5.6 Utilize Test Hound web-based scanning system to create student rosters, special population groupings, accommodations, test sites and master lists that will ensure security procedures and documentation processes on testing administrations.	Testing Strategist	199	Quarterly	Testing Documentation	1
1.5.7 Attend monthly trainings to Instruction & Assessment Strategists in order to keep abreast of state testing procedures, guidelines, and updates.	Testing Strategist	199	Monthly	Sign-In Sheets Agendas Handouts Evaluations	4
1.5.8 Ensure that implemented and coordinated state-required assessment trainings on Test Security and Confidentiality for Instruction and Assessment Strategist, Principal, AP, Counselor, Teachers, Support Staff, and Campus Computer Technician are planned and delivered.	Principal Testing Strategist		Quarterly	Sign In Sheets Agenda Handouts Evaluations	1,4



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 1 CURRICULUM & INSTRUCTION-COLLEGE AND CAREER

OBJ 6 Improve communication between all district stakeholders.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
1.6.1 Utilize electronic resources to expedite communication and ensure campus personnel utilizes such electronic resources to communicate with all staff members.	Campus Computer Technician Principal		Daily	As it is needed.	2,10
1.6.2 Conduct teacher meetings after attending principal meetings to ensure communication between district and campus is consistently aligned to C & I and that monitor the effectiveness of various programs.	Principal		Weekly	Cavazos Updates Cavazos Calendar Principal's Meeting Agendas	1,10
1.6.3 Conduct collaborative curriculum and PLC's to refine and increase communication between stakeholders.	Principal		Every Two Weeks	PLC Meeting Minutes	1,10
1.6.4 Utilize digital portals to communicate with all stakeholders, house and distribute curriculum resources and materials, and for planning and scheduling upcoming events, such as training sessions and meetings. Digital portals include but are not limited to Google for Education, Google Drive, Google Team Drive, and Eduphoria.	Librarian(s) Campus Computer Technician Principal	199, 211, 175,	Daily	Google Drive	1,2,10
1.6.5 Provide access to parent portal, AR home connect, campus website, school messenger, Class Dojo, and Google Classroom.	Parental Liaison Principal Teacher(s) Campus Computer Technician		Yearly	Log In Reports	1,10
1.6.6 Utilize weekly updates and calendar for information of upcoming training sessions and meetings to plan and schedule events.	Principal		Weekly	Newsletters Calendars	1,10
1.6.7 Continue to have SBDM meetings to improve communication between administration and teachers.	Principal SBDM Committee		Monthly	SBDM Agendas & Sign In Sheets	1,10
1.6.8 Attend required trainings with Response to Intervention(RTI)/Dyslexia/504 Campus Coordinator -Assistant Principals and Counselors.	504 Administrator RTI Committee	199, 211, 175	Monthly	Sign In Sheets Agendas	1,4,9, 10



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 1 CURRICULUM & INSTRUCTION-COLLEGE AND CAREER

OBJ 6 Improve communication between all district stakeholders.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
1.6.9 Conduct 10 walk-throughs weekly to provide constructive feedback and conduct classroom support visits.	Principal Assistant Principal(s) Reading Coach Counselor(s) Librarian(s) Testing Strategist		Weekly	Appraise Reports	1,5
1.6.10 Participate in bilingual learning communities, Dual PLC meetings, and summer Bilingual Academies to address the needs of program implementation.	Teacher(s)		Every Two Weeks	PLC Agendas	3,4



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 2 SERVICE TO OUR PARENT, FAMILIES AND COMMUNITY

OBJ 1 Continue to strengthen the community network that supports our mission statement.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
2.1.1 Continue and expand community education opportunities through educational partnerships and participation in community activities. i.e.: book fair, fall festival, meals with family, health care fairs, citizenship classes, career days, meetings with the parental liaison, Mango, GED classes, ESL classes from Region One, and parent portal.	Librarian(s) Parental Liaison Counselor(s) Principal	211	Weekly	Sign In Agenda Parent-Teacher Logs	6,10
2.1.2 Continue to invite to participate and recognize community and business leaders who support a variety of district/campus activities such as Veteran's Day, health fairs, and career days.	Principal Parental Liaison Counselor(s)	199	Yearly	Certificates Plaques Business Participation	6,9
2.1.3 Promote attendance of parental conferences or meetings addressing state and federal academic requirements to improve student achievement and parent accountability such as SSI.	Parental Liaison Principal		Yearly	Sign In sheets Agendas Brochures	6
2.1.4 Host Parental/Community bi-monthly meetings to inform them of topics that include: * Compulsory Attendance Laws * STAAR assessment * Child Nutrition * Health information and immunizations, etc. * Bullying and Cyberbullying * Homework and studying tips and how parents can help * CPS * Fall Festival * PTO and Progress Report nights and other upcoming events * Educational opportunities	Counselor(s) Parental Liaison	211	Yearly	Sign In Sheets Agendas Surveys	1,6,10
2.1.5 Offer referrals to local agencies, health vouchers, and food and clothing distribution to school families in need of services.	Counselor(s) School Nurse Parental Liaison		Yearly	Vouchers	1,6
2.1.6 Encourage participation of parent events such as "Goodies with Parents", "Muffins with Mom", "Donuts with Dad or Special Person", "Grandparent's Day", AR Nights, and district parent meetings/conferences.	Principal Assistant Principal(s) Librarian(s) Parental Liaison Teacher(s)	211, 199	Daily	Event Flyers Agendas Sign In sheets Register Participants	6



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 2 SERVICE TO OUR PARENT, FAMILIES AND COMMUNITY

OBJ 1 Continue to strengthen the community network that supports our mission statement.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
2.1.7 Encourage all staff to participate in United Way, MCISD Foundation Educational Fund, Relay for Life, and District Blood Drives.	Principal School Nurse		Yearly	Pledge Cards	1,10
2.1.8 Recognize parent volunteers and business community leaders at the end each semester, during school wide assemblies, and during progress report nights for participating in campus/district initiatives by serving in the LPAC, SHAC, and SBDM committees.	Counselor(s) Principal Parental Liaison	199	Yearly	Business Participation Assemblies Progress Report Agendas	1,6
2.1.9 Implement a system where Home School Community Liaison conducts home visits as needed for overall student success.	Parental Liaison	211	Monthly	mileage report	6,9



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 2 SERVICE TO OUR PARENT, FAMILIES AND COMMUNITY

OBJ 2 Expand plan to encourage more active participation at all campuses.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
2.2.1 Disseminate a parental involvement policy that addresses how parents can be actively involved at the district/campus level by securing a completed school Parent/Student/Teacher Compact.	Principal Parental Liaison Teacher(s)	211	Yearly	Registration Packet Compact	1,6
2.2.2 Conduct parent trainings on successful practices needed to assist students in meeting state and federal accountability standards.	Testing Strategist Principal	211,199	Each Semester	agendas, sign in sheets	1,6
2.2.3 Provide literacy initiatives for parents and community members to foster and promote attainment of high parental involvement in education (Reading Events, AR nights).	Librarian(s) Parental Liaison	211,199	Monthly	agendas, sign in sheets and surveys	1,6
2.2.4 Ensure representation of community members and parent involvement in the educational decision-making process as mandated by the state and federal guidelines.	Principal	211	Yearly	agendas, sign in sheets	1,6
2.2.5 Distribute "Cavazos Parent Handbook", in native language, that includes Parental Involvement Policy at the beginning of the school year to every student and during registration for late entries.	Principal Parental Liaison Teacher(s)	199	Yearly	signed handbook receipt	1,6
2.2.6 Disseminate monthly calendar to keep stakeholders aware of upcoming events and participation.	Principal Parental Liaison	211	Monthly	calendar	6
2.2.7 Utilize parental and community members' expertise as guest speakers. Sharyland Villa Winter Texan Park, Teach the Children, Dr. Ted E. Bear, Cool Smiles, New Horizon's Dental, Alton Fire Department, Alton Police Department, etc.	Parental Liaison Counselor(s)	211	Monthly	agendas, sign in sheets	1,6
2.2.8 Conduct trainings and informational meetings based upon parent interest and needs.	Parental Liaison Principal	211,199	Monthly	agendas, sign in sheets, speakers evaluation	1,6



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 2 SERVICE TO OUR PARENT, FAMILIES AND COMMUNITY

OBJ 3 Expand the communication effort with the community.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
2.3.1 Ensure all parent communications are written in a format/language easily understood by parents.	Parental Liaison Principal Assistant Principal(s) Counselor(s) Librarian(s) Teacher(s)	211, 199	Daily	Parental communication provided in English/Spanish	1,6,10
2.3.2 Implement emerging technologies for expanding and improving communication with the community.	Librarian(s) Campus Computer Technician Principal	211	Yearly	communication log,school messenger, web-site	1,2,6,10
2.3.3 Utilize parental involvement personnel to advocate positive communications between the community and district and will distribute the campus parental involvement policies.	Parental Liaison Principal	211	Daily	parental contact log, parental involvement log, agendas, sign in sheets	1,2,6,10
2.3.4 Ensure that notices, parental meetings, presentations, and parental conferences are held in both English and Spanish (in accordance with parent's native language or preference).	Assistant Principal(s) Principal Parental Liaison Counselor(s) Librarian(s) Teacher(s)	211,199	Daily	agendas, sign in sheets, surveys	1,6
2.3.5 Parent liaison will keep track of all sign-in sheets and agendas for meetings, and will provide feedback on the communication between the community and the district.	Parental Liaison Principal	211	Monthly	monthly report	1,6
2.3.6 Provide general information on the school marquee.	Assistant Principal(s) Campus Instructional Technologist Principal	461	Weekly	marquee announcements	6,10
2.3.7 Train front office staff on providing positive customer service.	Principal	199	Yearly	agenda, minutes	1,2,6,10



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 2 SERVICE TO OUR PARENT, FAMILIES AND COMMUNITY

OBJ 3 Expand the communication effort with the community.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
2.3.8 Keep an open-door-policy enabling parents to feel welcome and involved in their child's education.	Principal Parental Liaison	199	Daily	Parent conference, parent phone calls	1,2,6, 10
2.3.9 Parent Liaison will coordinate meetings with parents on different areas such as, but not limited to; school goals, structure to have students completing homework, curriculum, and various strategies to increase student performance.	Parental Liaison Principal	211	Monthly	Meeting schedule, agendas, sign in sheet, minutes	1,2,6, 9,10
2.3.10 Order supplies as needed for parent resource center in order to facilitate meetings and to provide parental engagement for all students to succeed.	Parental Liaison	211	Monthly	agendas,sign in sheets	1,2,6, 10



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 3 EFFICIENT OPERATIONS

OBJ 1 Develop an action plan that addresses district growth and facilities needs.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
3.1.1 Address security and safety audit findings and evaluate recommendations.	Assistant Principal(s) Principal	199	Each Semester	Security Audit Report	1,10
3.1.2 Establish a campus safety and security committee to inspect the facilities and report the areas of need to administration.	Principal Assistant Principal(s)	199	Yearly	facilities inspection report	1,2,10
3.1.3 Continue the implementation of the electronic record system.	Principal Campus Computer Technician	199	Daily	Raptor Reports	1,10
3.1.4 Submit work orders based on the findings of the security audit and follow up on work orders submitted to Maintenance Department that address the findings of regular inspections.	Assistant Principal(s) Principal	199	Daily	work orders	10
3.1.5 Ensure that beautification of the facilities and grounds is taking place on a consistent basis.	Principal Assistant Principal(s)	199	Monthly	policy report	1,10
3.1.6 Work orders will be submitted by utilizing the electronic record system of the MCISD Maintenance Department.	Principal	199	Weekly	work orders	1,10
3.1.7 Ensure that electronic record system is utilized and available for specific tasks (ie. Student Data Entry - TSIS; Textbook Inventory, Equipment Inventory, etc.).	Assistant Principal(s) Campus Computer Technician	199	Yearly	inventory reports	1,10
3.1.8 Transportation department continues to follow all state and federal guidelines to ensure the safety of all students and staff.	Principal	199	Yearly	Bus referrals and bus videos	1,10
3.1.9 Implement new dietary guidelines through school menus to meet Alliance for a Healthier Generation requirements.	Principal Assistant Principal(s)	199	Monthly	menus and AHG Application	1,2,10



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 3 EFFICIENT OPERATIONS

OBJ 2 Establish plans for replacing facilities, equipment, furniture, and technology.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
3.2.1 Continue with needs assessment to determine obsolete equipment, furniture, facilities, and technology. Conduct a classroom inventory of existing furniture which is outdated or in need of replacement. Purchase necessary furniture to maintain and beautify the campus.	Principal Assistant Principal(s) SBDM Committee	211,199	Yearly	needs assessment report	1,10
3.2.2 Establish a five year plan that outlines the furniture replacement schedule for student desks, teacher desks, cafeteria furniture, filing cabinets, storage cabinets, etc.	Assistant Principal(s) Principal	211	Each Semester	Review open and closed request; inventory, budget	1,10
3.2.3 Purchase furniture and equipment as needed for campus growth.	Assistant Principal(s) Principal	199,211,	Weekly	Reports	1,10



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 3 EFFICIENT OPERATIONS

OBJ 3 Provide a well-defined plan to promote a safe and secure environment for students and staff.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
3.3.1 Assess the needs of the campus in order to ensure that resources and safety and security personnel are used effectively to attain a safe and secure environment.	Principal Assistant Principal(s)	199	Monthly	Safety Report	1,10
3.3.2 Implement a Multi-Hazard Emergency Operations Plan that addresses mitigation, preparedness, response, and recovery by providing mandatory school fire and lock-down drills to prepare students and employees in responding to an emergency.	Principal Assistant Principal(s) Teacher(s)	199	Monthly	Fire Drill reports and lock down reports	1
3.3.3 Implement a facilities plan to ensure a clean, safe, healthy, and secure school environment.	Principal Assistant Principal(s)	199	Monthly	Fire drill reports, lock down reports, maintenance work orders	1
3.3.4 Continue to implement a discipline plan at our campus and monitor discipline referrals.	Principal Assistant Principal(s)	199	Monthly	student referrals	1
3.3.5 Provide necessary health related supplies for our campus nurse and clinic.	Principal School Nurse	199	Each Semester	requisitons	1,10
3.3.6 Evaluate emergency operation plans for effectiveness and provide campus employee training in responding to an emergency situation (e.i. bus evacuation training, fire drills, lock-down drills, V Raptor, CPR/AED trainings, CPI Training, Asthma/Seizure, Bloodbourne Pathogens, and Allergy Anaphylaxis Training).	Principal Assistant Principal(s) School Nurse	199	Monthly	Documentaion	10
3.3.7 Provide measures to ensure coordination with local emergency management agencies, law enforcement, and fire departments in the event of an emergency.	Principal Assistant Principal(s)	199	Yearly	Reports from Risk Mangement	10
3.3.8 Continue to implement and participate in training regarding the REM4ed Incident Management System, a web-based system.	Principal	199	Yearly	Reports	10
3.3.9 Utilize, re-evaluate, and repair all security cameras and safety equipment as needed.	Principal Assistant Principal(s)	199	Monthly	Help desk request	10
3.3.10 Ensure campus is enclosed and visitors are processed through the Raptor System.	Principal Assistant Principal(s)	199	Daily	Raptor system, campus security and campus assigned constable	10



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 3 EFFICIENT OPERATIONS

OBJ 3 Provide a well-defined plan to promote a safe and secure environment for students and staff.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
3.3.11 Create a team of personnel who are trained on the Texas Behavior Support Initiative(TBSI), Crisis Prevention Intervention (CPI), components in order to address the provisions of the law for students under (IDEA) and response to campus crisis as they arise.	Principal Assistant Principal(s)	199	Yearly	Roster of trained staff	10
3.3.12 Participate in the DAEP Referral Procedure Orientation Training for campus administrators for procedures in assigning students to Alternative School.	Principal Assistant Principal(s)	211,199	Yearly	Agendas, sign in sheets	10
3.3.13 Participate in exit meetings when students transition back to home campus, which include both campus and DAEP staff (staffing with parent, counselor, administrator, and DAEP staff).	Principal Assistant Principal(s) Counselor(s) Teacher(s)		Each Semester	PEIMS at Risk Report	10
3.3.14 Implement RTI (Response to Intervention) plan before students are assigned to the Alternative School except for mandatory placements to DAEP/ JJAEP.	Principal Assistant Principal(s) Teacher(s)	211	Yearly	RTI folders	10
3.3.15 Provide all staff with an Access Card for entry into a secured school building. -Doors will remain locked at all times for the safety of all students and staff.	Principal	199	Yearly	Maximize class instruction Audits	10
3.3.16 Annually train all office staff on proper safety admission of guests in the building.	Principal	199	Yearly	Sign in meetings	10



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 3 EFFICIENT OPERATIONS

OBJ 4 Implement the comprehensive counseling and guidance program to directly impact the achievement and well-being of all students.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
3.4.1 Deliver guidance content to students in a systematic way.	Counselor(s)	199	Monthly	Guidance log	10
3.4.2 Participate in regularly scheduled district counselors' meetings to provide training and determine needs of guidance and counseling department.	Counselor(s)	199	Monthly	Surveys, evaluations of presentations, agendas, sign in sheets	10
3.4.3 Continue to conduct classroom presentations and individual/group sessions by counselor based on a needs assessment.	Counselor(s)	199	Weekly	Guidance logs, classroom rosters, communication log and distributed materials	10
3.4.4 Assist students in monitoring and understanding their own career pathway through pre-registration, transition, career awareness, and career orientation. -Academic Planning (5th Grade) -Career Day/Week (all grade levels) -College Day/Visits and College Readiness (5th Grade) -Parent Orientation session for students going to junior high -5th grade transition to junior high	Counselor(s)	199	Yearly	Guidance logs, class rosters	10
3.4.5 Expand counseling and guidance services for all students to include higher education requirements, expectations of students entering in the workforce, or post/secondary university education.	Counselor(s)	199	Yearly	guidance logs and class rosters	10
3.4.6 Students will participate in small group sessions throughout the year to support and encourage low performance with testing strategies, attendance, and self-esteem. -STAAR Students	Counselor(s)	199	Weekly	STAAR results and counseling logs	10
3.4.7 Continue the mentoring program by assigning mentors for at-risk students.	Counselor(s)	199	Yearly	Weekly mentoring forms submitted by staff	10



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 3 EFFICIENT OPERATIONS

OBJ 5 Provide intervention strategies that support the safety and wellness of the students.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
3.5.1 Coordinate services to better serve our students, families, and district through Community Partners.	Counselor(s) Parental Liaison	211,199	Quarterly	List of community partners, sign in sheets	10
3.5.2 Review, revise, and implement the Drop Out Recovery Program.	Principal Parental Liaison	211	Yearly	Drop out recovery reports, Leaver reports	10
3.5.3 Provide assistance to students suffering from an acute or chronic condition that impedes the student from achieving academic success.	Coordinator for Health Services Principal School Nurse	211,199	Monthly	Monthly reports and feedback	10
3.5.4 Utilize and provide a variety of services from agencies and counseling sessions to assist with mental health services to students and/or their parents such as: CAP program Texas Tropical Hope Family Health Center(HFHC)	Principal Counselor(s)	199	Weekly	Reports, Feedback	10
3.5.5 Monitor at-risk students' grades, attendance, and discipline every three weeks.	Principal Assistant Principal(s) Testing Strategist Teacher(s)	175,211	Every Three Weeks	Progress Reports, Parent Contact logs	1,2,9, 10
3.5.6 Police officers/security guards will work with campus and community to develop a problem solving partnership	Principal Coordinator for Safety and Security	199	Monthly	Observations, meeting	10
3.5.7 Training will be provided for all teachers and staff to acquire knowledge and capacity to improve: *student behavior *encourage goal setting *increase academic skills, increase attendance *discourage the use of illegal drugs and alcohol *discourage behaviors such as gang involvement, bullying, and other potentially harmful activities	Principal	211,175	Yearly	Agendas, sign in sheets, PLC minutes, Teacher goal Setting (TTESS), observations, student progress monitoring, data walls	1,2,9, 10



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 3 EFFICIENT OPERATIONS

OBJ 6 Create a technology committee to periodically review district instructional programs to evaluate all the district software.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
3.6.1 Continue to assess and analyze technology needs to support implementation of instructional technology by campus/departments (LRP 3.6). • Hardware • Network Infrastructure • Software Integration • Support Staff • System Management Resources	Campus Computer Technician Principal	211,199	Monthly	Inventory Audit	1,10
3.6.2 Renew site based licenses for the approved list of instructional software applications. -Study Island -Science Tech Labs	Principal	211	Yearly	Usage Reports	1
3.6.3 Continue to purchase technology support equipment in order to facilitate the implementation of software/hardware technology across the curriculum.	Principal	211,199	Yearly	Inventory Report	1
3.6.4 Continue to update and/or purchase new computer software and hardware to facilitate the delivery of instruction and/or utilize computer programs to meet student academic expectations.	Principal	211,199	Yearly	Inventory Report	1



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 3 EFFICIENT OPERATIONS

OBJ 7 Conduct more campus-based staff development in order to expedite the use of technology by all stakeholders.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
3.7.1 Continue to implement, train, and support the following software/programs of instructional technology applications to improve student performance: * FastForward * Study Island * Istation * Student Information Systems * TEMS Gradebook * AWARE * Wireless Digital Tablets * Online Professional Development * STEMSCOPES * Kurzwell * Science Starters to improve student performance. * My World * New TTM Program	Principal Librarian(s) Campus Computer Technician	211,175,199,	Daily	Staff development sign in sheets, usage reports	1,2,4,5,10
3.7.2 Continue to implement, train and support TYLER student information systems program/application.	Campus Computer Technician	211	Every Six Weeks	Tyler reports	1,4,5,10
3.7.3 Attend meetings for attendance, PEIMS, discipline, master scheduling, and grades.	Assistant Principal(s) Campus Computer Technician Principal	211	Monthly	Sign in sheet	1,4
3.7.4 Provide teachers with training and updates regarding TYLER grade book and attendance.	Campus Computer Technician Principal	211,199	Every Six Weeks	Sign in sheet	4
3.7.5 Campus technician will continue to assist campus staff with the implementation, training & support of the TYLER student information systems program/application.	Campus Computer Technician	199	Daily	Help desk requests	1
3.7.6 Provide training and implement daily usage of AWARE program.	Testing Strategist Teacher(s)	211,199	Monthly	Agenda, sign-in sheets, AWARE reports	1,2,5,9



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 3 EFFICIENT OPERATIONS

OBJ 8 Continue to implement district technology initiatives through local, bond, state technology, e-rate and other funding sources.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
3.8.1 Review fixed assets comprehensive inventory for all technology hardware: (EPLAN Goal 3.6) and implement a plan for reposition/replacement of technology equipment.	Campus Computer Technician Librarian(s)	211,199	Yearly	5 year hardware rotation plan, Inventory campus budget	1,10
3.8.2 Explore the option to implement online testing by reviewing the computer to student ratio and possible funding. (EPLAN Goals 3.6, 4.1).	Campus Computer Technician Testing Strategist Principal	211,199	Monthly	Computer inventory, student enrollment reports	1,2,10
3.8.3 Support and explore curriculum integration activities by providing technology to promote student achievement.	Principal	211,199	Yearly	Lesson plans	1
3.8.4 Continue to support and maintain campus copiers to print the necessary supplemental instructional documents needed to improve student achievement in state assessments.	Principal	211	Weekly	working copy machines	1
3.8.5 Inventory technology equipment to replenish computers in the classrooms.	Campus Computer Technician Librarian(s) Principal	211	Yearly	inventory report	1
3.8.6 Determine computer hardware to be repositioned every 3 years or discarded every 5 years.	Campus Instructional Technologist Principal	211	Yearly	5 year hardware rotation plan	1
3.8.7 Replenish headphones in computer labs and classrooms as needed.	Campus Computer Technician Principal	199, 211	Yearly	Working headphones	1
3.8.8 Purchase laptops and projectors for classroom use . Purchase computers to upgrade classroom student computers.	Librarian(s) Principal Campus Computer Technician	211	Yearly	Inventory	1
3.8.9 Coordinate and organize online assessments as required by district/state.	Testing Strategist Campus Computer Technician	211	Every Six Weeks	Testing Reports	1,8



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 3 EFFICIENT OPERATIONS

OBJ 8 Continue to implement district technology initiatives through local, bond, state technology, e-rate and other funding sources.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
3.8.10 Review end of year campus computer inventory reports.	Librarian(s) Principal Campus Computer Technician	211,199	Yearly	Inventory Report	1
3.8.11 Implement the use of tablets for PK - 2nd grade and Chrome Books for 3rd - 5th in the K-12 school environment in order to deliver curriculum, promote literacy, enable students to read, and address technology objectives (TEKS).	Teacher(s)	211, Pre-Kinder Grant	Daily	Lesson plans	1,3
3.8.12 Utilize video conference equipment with the distance learning consortium.	Campus Computer Technician Testing Strategist	211,199	Quarterly	Usage Work Order	1,4



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 3 EFFICIENT OPERATIONS

OBJ 9 Develop a district training curriculum on the utilization of software and reports to assist teachers with data analysis as relevant to campus needs.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
3.9.1 Provide technology staff development to teachers, administrators, and support staff.	Principal Librarian(s) Campus Computer Technician	199	Each Semester	Sign In Sheets Agendas	4
3.9.2 Provide opportunities for staff development in the area of technology throughout the year.	Principal Librarian(s)	199	Monthly	Sign In Sheets Agenda	1,4
3.9.3 Review data with professional staff and update data wall charts.	Principal SBDM Committee Testing Strategist	211	Every Six Weeks	Sign In Sheets PLC Agenda PLC Meeting Minutes	1,3,9, 10
3.9.4 Utilize campus technician to run scheduled reports on all instructional software applications.	Campus Computer Technician Computer Lab Proctor	211	Every Six Weeks	Instructional software reports Student Usage Reports	3,9,10



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 3 EFFICIENT OPERATIONS

OBJ 10 Educate all stakeholders regarding the financial system of public education and the fiscal responsibility and stability of the District.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
3.10.1 Attend meetings relevant to the financial aspects of the district to increase understanding of financial standings/issues.	Principal	211,175,199,26 3,165,171,212	Every Six Weeks	Budget Reports	1,4,10
3.10.2 Provide and attend semi-annual training of business office procedures to all administrators, secretaries/clerks, and sponsors.	Principal	199	Each Semester	Agenda, Minutes and feedback	4,10
3.10.3 Attend an overview of business office procedures meeting during the Administrators Academy.	Principal	199	Yearly	Budget Reports	4
3.10.4 Meet with Federal Programs Director to evaluate needs and review campus budget.	Principal	211,175,263,21 2	Monthly	Budget	1,2,10



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 3 EFFICIENT OPERATIONS

OBJ 11 Develop and implement a yearly budget plan.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
3.11.1 Review and adjust the overall budget planning process to maximize available resources.	Principal	171,211,212,165,175,263,199	Daily	Agenda, feedback	4
3.11.2 Allocate additional resources to meet the needs of Special Education and English Learners (EL).	Principal	171,263,165	Each Semester	Budget, purchase orders, invoices	4
3.11.3 Review the budget regularly to address the needs of the campus and review monthly income statements.	Principal	171,211,212,263,165,175,212,199	Daily	Budget printouts	4
3.11.4 Attend overview on budget allocations and balances to ensure that appropriate funding is allocated in areas of priority and submit budget to central office in a timely manner.	Principal	171,211,212,263,165,175,199	Daily	Budget printouts	4
3.11.5 Review monthly income statement reports.	Principal	171,211,165,175,263,212,199	Daily	Budget Printouts	4
3.11.6 Support initiatives to address the student performance needs based on District's Performance Based Monitoring Analysis System (PBMAS).	Principal	211	Yearly	Performance based monitoring analysis system results	4



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

School Year: 2017-2018

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MISSION CISD

GOAL 3 EFFICIENT OPERATIONS

OBJ 12 Determine alternative sources of funding for priority needs.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
3.12.1 Support district office in searching TEA and federal government for grant opportunities.	Principal	199	Daily	Grant Applications	1,2,10
3.12.2 Participate with campuses and departments to form grant writing teams to submit grant proposals in collaboration with the MCISD grant writer.	Principal		Monthly	Agenda Grant Applications	1,2,10
3.12.3 Collaborate with Region One ESC on grant funding opportunities.	Principal		Monthly	Agenda Grant Applications	1,2,10
3.12.4 Seek private foundations/organizations for grant opportunities.	Principal		Monthly	Grant Applications	1,2,10



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

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MISSION CISD

GOAL 3 EFFICIENT OPERATIONS

OBJ 13 Maximize innovative technology to promote operational efficiencies.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
3.13.1 Continue to coordinate with central office to promote operational efficiency.	Principal	211	Weekly	Technology Reports	5,10
3.13.2 Perform system updates to sync with central office operations.	Principal	199	Monthly	System Updates	10



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 3 EFFICIENT OPERATIONS

OBJ 14 Continue pursuit of innovative investment options and debt management opportunities

Action	Person Responsible	Resources	Timeline	Evaluation	swc
3.14.1 Continue to support the district in monitoring grant funds in order to determine sustainability of programs from year to year.	Principal	211, 175	Monthly	Grant Timelines Budget	10
3.14.2 Continue to support district in reviewing and evaluating policies and controls to preserve the district's fiscal position.	Principal	211, 175	Monthly	Campus Policy District Policy	10
3.14.3 Grant managers will develop a plan of action to determine sustainability of programs.	Principal	211, 175	Monthly	Grant Plan Grant Timeline	1,10
3.14.4 Support district initiatives for review and evaluation of budget management.	Principal	211, 175	Monthly	Budget District Policy District Procedures	10



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

School Year: 2017-2018

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MISSION CISD

GOAL 4 OUR TEAM-PERSONNEL RECRUITMENT, SELECTION AND RETENTION

OBJ 1 Continue the implementation of a systematic plan for the recruitment, selection, and retention of high quality personnel.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
4.1.1 Study and review student/teacher ratios and instructional models relative to the existing needs for system safeguards and AYP.	Principal SBDM Committee	211,175	Daily	Attendance reports, Daily enrollment reports and Team Teachers	1,2,10
4.1.2 Continue to recruit and retain "highly qualified" teachers and instructional aides while including vertical representation during the hiring process.	Principal SBDM Committee	211,175	Daily	Staff Rosters with certifications	1,3,5, 10
4.1.3 Continue to recruit and retain qualified substitute teachers and utilize AESOP substitute feedback form.	Principal Teacher(s)	211,175,199	Daily	AESOP report	1,2,9, 10
4.1.4 Utilize Applitrack and personnel specialist checklist for qualifications .	Principal		Monthly	Applitrack Report	5
4.1.5 Continue to recognize teacher of the year, staff member of the year, retirement and service awards ceremonies.	Teacher(s) Principal	199	Yearly	Staff voting forms	1,10
4.1.6 Provide new teachers with ongoing support through TX-BESS mentoring and books studies, professional development sessions, and peer observations.	Principal Assistant Principal(s)	199	Daily	Walk-through forms Professional Dev. Reports	1,2,10
4.1.7 Provide incentives for teachers for performance (CPALLS & STAR Growth), attendance, and participation to create a positive work environment.	Principal	199,461	Yearly	Walk-through forms, AESOP Reports, Sign-In	1,2,10
4.1.8 Acknowledge teacher successes during teacher appreciation week, monthly socials, and faculty meetings with incentives.	Principal	199,461	Yearly	Agendas	1,2,10
4.1.9 Participate in community events as a campus to promote unity and campus image (Relay for Life, Mission Pink, Block Walk, Girl Scouts, Blood Drives).	Assistant Principal(s) Principal Teacher(s)	199,461	Yearly	Event Schedules, Agendas, Sign in Sheets, Surveys	1,2,6, 10



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

GOAL 4 OUR TEAM-PERSONNEL RECRUITMENT, SELECTION AND RETENTION

OBJ 2 Re-evaluate the organizational chart and campus positions to meet program needs and to evaluate staff duties and responsibilities.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
4.2.1 Continue to evaluate and update job descriptions to reflect position requirements and to ensure appraisal instruments measure job responsibilities.	Principal	211,175	Yearly	Job descriptions	1,2,10
4.2.2 Continue the use of an automated substitute calling program and absences reporting system (ASEOP).	Principal	211,175	Monthly	AESOP Reports	1,2,10
4.2.3 Continue to utilize elementary coordinators, reading coaches, and math coaches for each of the four content areas to support the teachers and assist them with the implementation of district curriculum, assist with the implementation of the pacing charts, and instructional strategies.	Testing Strategist Principal		Every Six Weeks	Lesson Plans, Usage reports	1,2,10
4.2.4 Increase teacher accountability.	Principal		Monthly	T-TESS walk through and teacher evaluation	1,2,3,10
4.2.5 Evaluate the equitable distribution of "Highly Qualified" and inexperienced teachers assignment by campus.	Principal	211,199	Monthly	Teacher certification and grade placement	1,2,10
4.2.6 Ensure AESOP system is functional and accessible to all and is utilized to submit absences.	Principal	211,175,199	Daily	AEOP reports	1,10
4.2.7 Review teacher experience report regarding ESSA distribution of staff.	Principal	211,175,199	Yearly	Experience Report	1,2,10
4.2.8 Place campus staff member(s) on a growth plan and provide staff development for those who are deemed responsible for not meeting TAPR or AYP.	Principal	211,175,199	Yearly	State Assessment Reports, PBMAS	1,2,10
4.2.9 Review staffing guidelines and determine how to best meet needs of all student population.	Principal	211,175,199	Yearly	Staffing projections and student enrollment	1,2,9,10
4.2.10 Academic coaches will provide support through PLC's.	Principal	211,175	Every Two Weeks	PLC Minutes, agendas, progress monitoring	1,2,8,9,10



**RAQUEL CAVAZOS ELEMENTARY
CAMPUS IMPROVEMENT PLAN**

School Year: 2017-2018

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MISSION CISD

GOAL 4 OUR TEAM-PERSONNEL RECRUITMENT, SELECTION AND RETENTION

OBJ 3 Continue staff development efforts to support the Professional Development of Professional and Paraprofessional staff.

Action	Person Responsible	Resources	Timeline	Evaluation	swc
4.3.1 Continue to provide a staff development plan that supports teacher quality under Every Student succeeds ACT(ESSA).	Principal	211,175	Monthly	Sign In Attendance agendas, STAAR results	1,4
4.3.2 Provide financial support to teachers in order to obtain certification in areas of high need and secure stipends to retain teachers in those areas.	Principal	211,263,199	Monthly	All teachers meet state certifications requirements.	1,3,5
4.3.3 Secure substitutes for staff attending professional development opportunities.	Principal	211,175,199	Daily	AESOP report	1,3,5
4.3.4 Utilize the district's web travel system to record and approve personnel travel for staff development.	Principal	211,175,199	Monthly	web-travel	10
4.3.5 Utilize Eduphoria to generate professional development reports.	Principal	211	Monthly	AESOP reports Eduphoria Reports	1,3,5
4.3.6 Provide stipends to teachers implementing the Bilingual/ESL Education Program Models and Approaches.	Principal	263	Yearly	Bilingual certifications, student enrollment reports	1,2,5, 10

CAMPUS PERFORMANCE 2016 - 2017

Campus Name:

R. Cavazos Elementary



2017 STATE, REGION 1, DISTRICT, CAMPUS Comparisons: Performance Level by Subject and Student Group

Approaches <i>Student Group</i>	ALL TESTS TAKEN				READING				MATHEMATICS				WRITING				SCIENCE				SOCIAL STUDIES			
	TEXAS	REGION 1	MCISD	Campus	TEXAS	REGION 1	MCISD	Campus	TEXAS	REGION 1	MCISD	Campus	TEXAS	REGION 1	MCISD	Campus	TEXAS	REGION 1	MCISD	Campus	TEXAS	REGION 1	MCISD	Campus
	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%
All Students	75	74	71	82	72	69	67	76	79	81	77	91	67	70	65	67	79	79	74	88	77	75	69	*
African American	65	78	86	*	61	75	80	*	68	77	86	*	57	72	*	*	69	88	*	*	69	89	-	*
Hispanic	71	74	71	82	67	69	67	76	76	80	77	91	62	70	65	67	75	78	74	88	73	75	69	*
White	85	85	78	*	83	82	79		87	87	87		77	81	64		89	89	75		86	88	64	
American Indian	75	74	*	*	71	70	*	*	79	78	*	*	64	58	-	*	80	80	*	*	78	79	-	*
Asian	93	96	100	*	90	94	*	*	96	98	*	*	90	94	-	*	94	99	*	*	93	98	*	*
Pacific Islander	77	89	-	*	73	90	-	*	82	86	-	*	71	60	-	*	81	95	-	*	79	91	-	*
Two or More	82	85	*	*	81	80	*	*	84	86	*	*	74	93	*	*	86	86	-	*	84	92	-	*
Special Education	41	42	38	66	35	33	27	45	49	52	47	91	30	32	29	43	47	45	46	100	45	44	49	*
Ec. Disadvantaged	68	72	69	81	64	66	64	75	73	79	75	89	58	68	61	68	72	77	72	86	69	73	68	*
ELL	57	60	53	73	51	51	47	67	69	72	65	84	50	57	45	50	57	62	56	79	48	50	38	*



**CAMPUS PERFORMANCE
COLLEGE READINESS
2016 - 2017**

Campus: R. Cavazos

	ATTENDANCE RATE - ALL GRADES		ANNUAL DROPOUT RATE GRADES 9-12	
	2014-2015	2015-2016	2014-2015	2015-2016
	Rate	Rate	Rate	Rate
Afr. American	*	*		
Hispanic	97.4	97.0		
White	*	*		
Eco. Dis.	97.3	97.1		
All Students	97.4	97.0		

	4 -Year Graduation Rate	
	Class of 2015	Class of 2016
	4-Yr Grad.	4-Yr Grad.
<i>Student Group</i>	Rate	Rate
Afr. American		
Hispanic		
White		
Eco. Dis.		
All Students		

	AVERAGE ACT SCORE	
	2015	2016
<i>Subtests</i>		
English		
Mathematics		
Science		
All Subjects		

	AVERAGE SAT SCORE	
	2015	2016
<i>Subtests</i>		
ELA & Writing		
Mathematics		
All Subjects		

	AP EXAMS: PARTICIPATION		> OR = CRITERION	
	2015	2016	2015	2016
<i>Student Group</i>				
Afr. American				
Hispanic				
White				
Eco. Dis.				
All Students				

	ADVANCED COURSE/DUAL CREDIT COURSE COMPLETION	
	2015	2016
Grades 11 & 12		
<i>Course</i>	Rate	Rate
ELA		
Mathematics		
Science		
Social Studies		
Any Subject		

R. Cavazos Elementary
2017-2018
CAMPUS BUDGET SUMMARY

FUNDING SOURCE	FUNDING TYPE	AMOUNT
199	GENERAL FUND	\$ 63,249
FUNDING SOURCE	STATE	AMOUNT
195	STATE GIFTED & TALENTED	\$ 0
161	STATE VOCATIONAL	\$ 0
171	STATE SPECIAL EDUCATION	\$ 1,550
175	STATE COMPENSATORY	\$ 92,842
165	STATE BILINGUAL	\$ 40,084
173	HIGH SCHOOL ALLOTMENT	\$ 0
FUNDING SOURCE	FEDERAL	AMOUNT
211	TITLE I REGULAR	\$ 64,173
212	TITLE I MIGRANT	\$ 420
224	IDEA-B FORMULA	\$ 0
244	CARL PERKINS (CTE)	\$ 0
255	TITLE II- PART A Classroom Size Red/Eisenhower	\$ 0
263	TITLE III- BILINGUAL	\$ 16,692