

DISTRICT GOAL: Improve instruction for all students, including the sub-populations of Anglo, African-American, Hispanic, Asian & economically disadvantaged, special education, and English language learners by creating engaging activities, programs, tasks, assignments and opportunities that result in student learning.

**NORTH EAST SCHOOL DISTRICT
CAMPUS INSTRUCTIONAL IMPROVEMENT PLAN
COLONIAL HILLS ELEMENTARY
2004-2005**

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Board Goals					TARGET AREA	LEVEL				ACTION STRATEGY	FORMATIVE MEASURE	ASSESSMENT TIMELINE	RESPONSIBLE PERSON(S)	COST/ RESOURCES
1	2	3	4	5		E	M	H	D					
X					Reading	X				Align and implement reading strategies that reflect Best Practices : KWL, reciprocal teaching, structured note-taking, think alouds, read alouds, writing to learn, and graphic organizers. Use Building Blocks in K and 4 Blocks in 1-5.	100% of Colonial Hills teachers will score a 2 or above on the Innovation Configuration for 4 Blocks.	August 2002 Curriculum Day December 2002 and April 2003	Meredith Jenkins, Victor Herrera, Debe Palmer, Instructional Specialists	Budgeted or Title I funds
X					Reading	X				Implement staff development program on writing for elementary language arts teachers.	95% of session evaluations will register an exceeds expectations. 100% of evaluations designed for use of strategies learned in professional development will indicate use of minimum of one strategy from each workshop	Summer workshops, August Curriculum Day, campus inservice	Meredith Jenkins, Victor Herrera, Virginia Guerrero, Bobbie Hunt, Debe Palmer, Instructional Specialists	Budgeted or Title I funds
	X				Reading	X				Develop and implement a standard campus assessment for each grade level (at least 1 per 6 weeks) to guide reading instruction in K-5.	100% of students at grades K-5 will be administered the grade level assessment each 6 weeks to determine progress in reading.	September 2002 - May 2003	Julie Mock, Alma Yzaguirre, Sylvia Tysinger, classroom teachers	Budgeted or Title I funds
X					Writing	X				Improve student writing by aligning instruction through a K-5 scope and sequence for writing.	78% of students will score a 3 or above on TAKS writing rubric.	Mar-03	Meredith Jenkins, Victor Herrera, Virginia Guerrero, Debe Palmer, Instructional Specialists	Budgeted or Title I funds

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X					Writing	X				Develop common instructional language and structure for the process of writing.	100% of Colonial Hills teachers will attend workshops on writing workshop and 6 Traits. 100% of Colonial Hills teachers will score a 2 or above on the Innovation Configuration for Process Writing.	September 2002, January 2003, April 2003	Meredith Jenkins, Victor Herrera, Virginia Guerrero, Bobbie Hunt, Instructional Specialists	Budgeted or Title I funds
X					Writing	X				Provide teachers instruction in the implementation of writing workshop and in the essential elements of good writing.	100% of classroom teachers will receive instruction in 4 Blocks, 6 Traits, or writing workshop as appropriate to grade level.	March 2002-June 2003	Virginia Guerrero, Carol Mendenhall, Debe Palmer, Language Arts Specialists	Budgeted or Title I funds
X					Writing	X				Develop and implement a benchmark assessment program to guide writing in K-5.	100% of students at grades 2-12 will be administered periodic benchmark tests to determine progress in writing.	Fall, Winter, and Spring of 2002-03	Debe Palmer, Language Arts Specialists, Virginia Guerrero	Budgeted funds
X					Writing	X				Monitor benchmark assessments.	Colonial Hills Administrators, IIT, and Title I teachers will review benchmark data, adjust curriculum and meet with teachers to discuss results.	Fall, Winter, and Spring of 2002-03	Meredith Jenkins, Victor Herrera, Julie Mock, Alma Yzaguirre, Sylvia Tysinger	

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X					Mathematics	X				Utilize the North East Scope and Sequence for Grades K-5.	100% of students will score a minimum of 70 on each benchmark assessment. 100% of formative walkthroughs will indicate adherence to district sequence.	Monthly October 2002, February 2003	Meredith Jenkins, Victor Herrera, classroom teachers, Lu Ann Weynand, Math Specialists	Budgeted and Title I funds
X					Mathematics	X				Continue participation in Math Leadership Teams. Maintain Colonial Hills' focus on TEKS, Scope and Sequence, District Math Philosophy, and Indicators of Excellence.	100% of teachers will score a 2 or above in teaching mathematics on the Mathematics Innovation Configuration.	September 2002, January 2003, April 2003	Meredith Jenkins, Victor Herrera, Maggie Pena + 2 new team members	Budgeted and Title I funds
X					Mathematics	X				Integrate the use of the following Best Practices into the math program: *inquiry *class discourse *use of appropriate tools	100% of Colonial Hills teachers will score a 2 or above in teaching mathematics on the Mathematics Innovation Configuration 100% of formative walkthroughs will indicate appropriate use of these instructional strategies.	November 2002, March 2003	Meredith Jenkins, Victor Herrera, Lu Ann Weynand, Math Specialists	Budgeted and Title I funds
X					Science	X				Teachers will attend training to use the 5E's Lesson Cycle, incorporating effective teaching strategies emphasizing KWL, Science vocabulary in Word Walls, and Concept Mapping.	100% of the formative walkthroughs will indicate use of effective teaching strategies. Each K-5 student will have a portfolio with a minimum of six products that reflect the 5 E's.	September 2002, December 2002, March 2003	Meredith Jenkins, Victor Herrera, Science Instructional Specialists	Budgeted and Title I funds

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X					Science	X				Teachers will attend training to develop and use authentic assessment strategies.	100% of Colonial Hills students will have 3 examples of authentic assessments in his/her portfolio.	Fall 2002 Training, Weekly, Monthly	Meredith Jenkins, Victor Herrera, classroom teachers, Science Instructional Specialists	Budgeted and Title I funds
X					Science	X				Teachers will attend training to learn questioning techniques that guide students to make connections to the Unifying Concepts in Science.	100% of formative walkthroughs will indicate the use of questioning strategies.	September 2002, January 2003, April 2003	Meredith Jenkins, Victor Herrera, classroom teachers, Science Instructional Specialists	Budgeted and Title I funds
X					Science	X				Science will be taught using the 5 E's Lesson Cycle.	Every science student will develop a portfolio with a minimum of six products that reflect the 5 E's.	Weekly, Monthly	Classroom teachers, Meredith Jenkins, Victor Herrera, Science Instructional Specialists	Budgeted and Title I funds
	X				Science	X				Inform the community of the requirements and opportunities in Science Education.	A science specialist will make a presentation at one parent meeting at Colonial Hills	School year of 2002-2003	Meredith Jenkins, Science Instructional Specialists	

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X					Social Studies	X				Integrate technology into the subject area through professional development creation of exemplar lessons, and modeling of best practices such as clarifying; say something; think pair share; and the	Each social studies teacher will contribute a minimum of one exemplar lesson plan, clearly showing the integration of technology, for publication on the district lesson plan database.	December 2004; May 2005	Classroom teachers, Eric McGarrah	
X					Social Studies	X				Implement differentiated instruction through Social Studies Alive! to include strategies and the development of Colonial Hills Social Studies Alive! Coaches.	Presentation of student samples and teachers' assignments for discussion with peers. Submission of one exemplar lesson plan clearly showing the use of a content reading strategy.	December 2004; May 2005	Classroom teachers, Eric McGarrah	
X	X		X		Gifted/Talented	X				Integrate Systems Thinking in the four core G/T curriculum areas.	All curriculum units will incorporate systems thinking strategies. 100% of G/T students will produce a minimum of one systems thinking product in each core area.	Each nine weeks Each nine weeks	Kay Stotts, Eileen Berkowitz	Budgeted and Title I funds
X	X				Gifted/Talented	X				Create or refine all rubrics or all <u>Understanding by Design (UBD)</u> curriculum units (adding writing components) in relation to common assessments.	100% of the curriculum units will reflect rubrics for UBD design elements. On the UBD section of the G/T report card, 100% of students will score three or above.	Each nine weeks 4th nine weeks	Kay Stotts, Eileen Berkowitz	

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X					Library Services	X				Use Big Six Research Strategy, Grades 2-8	Colonial Hills librarian will guide research projects in Language Arts, Science, and Social Studies.	One lesson plan submitted and approved to Lesson Plan Datatbase per year	Karen Green, classroom teachers, Diane Hopkins	Budgeted and Title I funds
X					Library Services	X				Colonial Hills librarian will attend training in SIRSI software.	Karen Green will use SIRSI as indicated in monthly circulation statistics.	July 2004 through July 2005	Processing Coordinators, Diane Hopkins, Karen Green	
X					Library Services	X				Provide continued training and support in electronic databases for teachers	100% of Colonial Hills teachers will work with Karen Green to use electronic databases in classroom lessons.	August 2004 through May 2005	Karen Green, classroom teachers	
X					Library Services	X				Maintain focus on TEKS and curriculum integration.	Karen Green will create integrated TEKS units to be posted to lesson plan database.	August 2004 through May 2005	Karen Green	

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X					Library Services	X				Each classroom teacher will coordinate and plan with Karen Green to create and then facilitate his/her class' use of a minimum of one integrated library lesson each semester.	Library schedule will indicate completion of class units.	August 2004 through May 2005	Classroom teachers, Karen Green	Budgeted and Title I funds
X					Dyslexia	X				Continue to implement a dyslexia program at Colonial Hills that meets state mandated requirements.	100% of identified dyslexic students will be provided service as evidenced by campus rolls and reflected in STAT meeting notes as well as parent letters.	2004-2005 school year	Meredith Jenkins, Sylvia Tysinger (IIT), STAT members, Beverly Kinsey	Budgeted and Title I funds
X					ESL	X				Create and implement a NE ESL Scope and Sequence and action strategies such as classifying; say something; think, pair, share and the vocabulary development process.	80% of ESL students taking the pre and post oral assessments will gain one-half year of language development.	Fall 2004, Spring 2005	Elmosa Herrera, Norma Biayobski	Budgeted and Title I funds
X					Spanish Reading	X				Strengthen Spanish Building Blocks and 4 Blocks Model by providing staff development with a focus on integrating technology.	The staff development evaluations will indicate exceeds expectations in 95% of the responses. Staff development surveys of use will indicate 100% of participants used	June 2004, September 2004, December 2004, March 2005	Meredith Jenkins, Norma Biayobski, Elmosa Herrera, Nancy Hudson	Budgeted and Title I funds, Title VII funds

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X					Bilingual	X				Implement a Dual Language Program K-3 at Colonial Hills that 1)"meshes" into our English and transitional bilingual programs and 2) develops LEP and EP language facility and	80% of Dual Language students taking the pre and post oral assessments will gain one-half year of Spanish language development.	2004 -2005 school year Fall 2004 Assessment Spring 2005 Assessment	Nancy Hudson, Meredith Jenkins, Elmosa Herrera	Title VII Grant
X					Bilingual	X				Develop interdisciplinary, integrated curriculum units, purchase or develop instructional materials in Spanish and English, and use technology in Dual Language classes.	Dual Language teachers will all write interdisciplinary curriculum units for their classes and use available NE technology.	2004-2005 school year	Dual Language teachers, Nancy Hudson	Title VII Grant
X					Bilingual	X				Provide for teacher and paraprofessional attainment of higher degrees by increasing knowledge and use of Dual Language and ESL/SSL methodology and linguistic approaches.	NE teachers and paraprofessionals will successfully complete college hours in the areas of bilingual/multicultural education at UTSA.	June 2004- May 2005	Nancy Hudson, Meredith Jenkins, Elmosa Herrera	Title VII Grant
		X			Bilingual	X				Implement family education programs designed to help parents of Dual Language students better assist their children and become active school participants	80% of Dual Language parents will participate in family education programs.	2004-2005 school year	Nancy Hudson, Meredith Jenkins, Elmosa Herrera	Title VII Grant

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X		X			21st Century Community Learning Center	X				Continue afterschool academic and enrichment programs for Colonial Hills students.	Academic tutoring, character development, enrichment activities, and safe, afterschool care will be offered to Colonial Hills students.	2004-2005 school year	Yami Camacho, Becky Stoughton, Meredith Jenkins	21st CCLC Grant
X					Professional Development	X				Provide continued staff development on multicultural education at Colonial Hills.	100% of teachers will attend extended training.	2002-2003 school year	Meredith Jenkins, Nancy Hudson	Title VII Grant
X					Professional Development	X				All new teachers at Colonial Hills will participate in North East Academy for Excellence in Teaching (NEAET).	Session evaluations and walkthroughs will show that teachers have used in information from sessions in their classrooms.	Evaluations taken in September 2004, November 2004, February 2005,, April 2005	Carle Harle, Judy Gamble, Meredith Jenkins, AP	District funds
X					Special Education	X				Provide professional development regarding appropriate referrals andn service delivery options to Colonial Hills STAT members.	Monthly appraisal report will show a 10% reduction of referrals to special education from the previous year.	Monthly	Meredith Jenkins, Judith Higgins, Judy Telease	Budgeted funds

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X					Special Education	X				Provide an individualized program for students with disabilities in various curriculum areas in the least restrictive environment, with emphasis on increased participation in the general	Continue to increase the number of students with disabilities served in general education settings so that Colonial Hills' ratio remains below the state's 125% average.	Monthly	Meredith Jenkins, Judith Higgins, Marcia Narveson	Budgeted funds
X					Special Education	X				Increase the percentage of students with disabilities taking TAKS.	A 10% increase will be evidenced in Colonial Hills' special education students taking TAKS in 2005 than CH's students who took TAKS in 2004.	Spring 2005	Meredith Jenkins, Grace Durant, Kathy Estrello, Pat Hood, Mary Brennan	Budgeted funds
X					Special Education	X				Monitor compliance with timelines for initial evaluations and annual ARDs (CAP - Timelines, Initial Evaluations).	ARDs and initial evaluations for all students will occur on time.	Monthly	Meredith Jenkins, CH's special education teachers, NE special education staff.	Budgeted funds
X					Special Education	X				Continue professional development for all Colonial Hills staff on differentiated instruction including strategies like say something; think, pair, share; vocabulary development process; and	Increase the number of students taking TAKS.	Spring 2005	Meredith Jenkins, Jan DeHaven, Colonial Hills staff	

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X					Accelerated Education At Risk	X				Increase affective, cognitive and linguistic needs of the limited English proficient students	100% of the ESL/Bilingual students will pass TAKS in the language they were assessed in. 100% of the ESL/Bilingual students will show an increase of one proficiency	April 2005 April 2005	Norma Biayobski, Elmosa Herrera,	Budgeted and Title I funds
	X				Accelerated Education At Risk	X				Provide professional development designed to implement, assess, and evaluate the effectiveness of services provided to students at risk of dropping out of school.	100% of the personnel working with At Risk students will attend staff development related to teaching the At Risk student and Drop Out Prevention.	August 2004- May 2005	Meredith Jenkins, Caryn Schmidt, new counselor, Carol Harle, Don Dalton	SCE Funds
			X		Accelerated Education At Risk	X				Implement effective parental involvement activities to improve student academic achievement, school performance and attendance.	1% increase in student attendance campus wide at Colonial Hills. 1% increase in parent attendance at school activities at Colonial Hills.	June 2005 June 2005	Anne Tepichin, Meredith Jenkins, Caryn Schmidt, new counselor, Barbara Bading	SCE, Budgeted and Title I funds
X					Accelerated Education At Risk	X				Provide high quality professional development that will improve the teaching of academic subjects.	100% of the personnel at Colonial Hills will attend staff development related to methods and instructional strategies to strengthen the core academic program.	July 2004 - June 2005	Meredith Jenkins, Colonial Hills staff, parents, Don Dalton	Budgeted and Title I funds

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		X			Accelerated Education At Risk Parental Involvement	X				Implement effective parent involvement activities to improve student academic achievement, school performance and attendance.	1% increase in student attendance campus wide at Colonial Hills. 1% increase in parent attendance at school activities at Colonial Hills.	Every nine weeks	Meredith Jenkins, Caryn Schmidt, new counselor, Anne Tepichin	Title I funds
X					Accelerated Education At Risk	X				Colonial Hills will hire only highly qualified teachers.	Personnel rosters will show that personnel interviewed and hired for Colonial Hills are fully qualified.	June 2004 through June 2005	Meredith Jenkins, NEE Personnel Office	
X					Accelerated Education At Risk	X				Implement research based accelerated education programs to address the needs of all special population students, including but not limited to, LEP, migrant, students with disabilities, and disadvantaged students.	Assess the results of our Colonial Hills AEIS report. 100% of students with special needs will pass TAKS.	Sep-04	Meredith Jenkins, Don Dalton, NE Curriculum Coordinators	Title I funds

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x	X			X	Technology Applications	X				<p>Colonial Hills Technology Committee will meet a minimum of once a month with Ed Tech staff to identify technology professional developmental needs, technology trainers, and campus infrastructure needs.</p> <p>Using a technology survey (TEIS), 100% of teachers will establish and meet three technology integration goals.</p> <p>100% of teachers will participate in at least 9 hours of staff development that is aligned with their technology integration goals and documented by ATrain and the TEIS.</p> <p>Campus administrators will monitor to insure that the CTC documents progress on all TEIS Campus Indicators and the top three CTC goals are established and met. Campus administrators will monitor to insure that the CTC follows the NEISD CTC timeline.</p>	Yearly and monthly during the 20004-2005 year.	Meredith Jenkins, CH's Technology Committee members, IT Specialists and Coordinators, Tim Miller	Budgeted funds and campus professional development stipends	

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		X		X	Technology Applications	X				Ed Tech staff will support CH teachers in the utilization of GradeSpeed and TeacherWeb software to manage grades and improve communication with staff, students, and parents.	100% of teachers who report numerical grades will use GradeSpeed to record grades. 100% of teachers who report grades will use GradeSpeed to upload nine-weeks grades. 100% of teachers will update essential classroom information as outlined in the TeacherWeb template.	Daily to Weekly Nine Weeks Daily to Weekly	Meredith Jenkins, teachers, Silvia Pena, Sandy Paul, Jerry Baldrige, Steve Young, Derek Nichols, Tim Miller	Local funds
X					Technology Applications	X				Ed Tech staff will provide K-5 teachers and students with on keyboarding software, equipment, and professional development to deliver keyboarding instruction and practice.	100% of students will demonstrate mastery of grade level keyboarding proficiencies as assessed by proficiency tests.	Nine weeks	Meredith Jenkins, teachers, Instructional Technology Specialists and Coordinators, Becky Adams, Tim Miller	
X					Technology Applications	X				Teachers, with the support of Ed Tech staff, will utilize NE Technology Application Standards for Students to assess mastery of essential knowledge and skills.	100% of students will demonstrate mastery of grade level technology standards as measured by student products.	Nine weeks	Meredith Jenkins, AP, teachers, Instructional Technology Specialists and Coordinators, Tim Miller	Budgeted funds

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X	X		X		Safe and Drug-Free	X				Colonial Hills will include strategies for violence prevention and intervention by: 1. Continue our Committee to Character efforts with daily announcements over the PA and weekly guides for teachers. 2. Increase parental and community involvement in violence and drug-free prevention activities. 3. Increase student involvement in school activities. 4. Decrease incidents of violence and increase school safety.	Commitment to Character Committee minutes will document the review and adjustment of plans and will also provide regular character information to teachers and students.	August 2004-May 2005	Meredith Jenkins, AP, Caryn Schmidt, new counselor, Commitment to Character Committee, Pat Sanford	Budgeted and Title I funds
X	X		X		Guidance	X				Implement the state-mandated comprehensive guidance program.	Both Colonial Hills counselors will use counselors' monthly calendars will show a 10% increase in parent and staff contacts.	August 2004-May 2005	Caryn Schmidt, new counselor, Teresa Miller	
X	X		X		Guidance	X				Decrease non-guidance tasks to increase time in counselor role and guidance program components.	Colonial Hills counselors will submit yearly guidance plans to the Guidance Director who will evaluate progress.	September 2004, December 2004, June 2005	Caryn Schmidt, new counselor, Teresa Miller	

DISTRICT GOAL: Improve instruction for all students, including the sub-populations of Anglo, African-American, Hispanic, Asian & economically disadvantaged, special education, and English language learners by creating engaging activities, programs, tasks, assignments and opportunities that result in student learning.

NORTH EAST SCHOOL DISTRICT
 CAMPUS INSTRUCTIONAL IMPROVEMENT PLAN
 COLONIAL HILLS ELEMENTARY
 2004-2005

SUMMATIVE MEASURE: All students will pass their respective grade level TAKS, Colonial Hills will receive an Exemplary or Recognized accountability rating, and will contribute to the Lee cluster having a minimum of ten National Merit Semifinalists.

Board Goals					TARGET AREA	LEVEL				ACTION STRATEGY	FORMATIVE MEASURE	ASSESSMENT TIMELINE	RESPONSIBLE PERSON(S)	COST/ RESOURCES
1	2	3	4	5		E	M	H	D					
X		X			Guidance	X				Both CH counselors will meet with students and parents prior to the end of 5th grade to discuss taking a rigorous curriculum and the Gear-Up Program for the Texas Grant	Parent sign-in sheets will show 100% compliance. Counselor logs will indicate 100% compliance.	Apr-05	Caryn Schmidt, new counselor, Meredith Jenkins	