

CAMPUS IMPROVEMENT PLAN
Garriga Elementary School
2008-2009

Basic Skill: **Curriculum** -- Reading, Math, Language, Science, Social Studies, Health, Composition Skills, Technology

PIISD Strategy: Strategic Plan Goals -- I, II, III, IV, V

Campus Goal: All students will achieve their full educational potential at Garriga Elementary School through the many programs made available through the curriculum.

Strategy	Person Responsible	Resources Needed	Time Line	Staff Responsible	Formative Evaluation	Summative Evaluation
1.) The mastery learning approach will be practiced in the classrooms.	Teachers, Admins.	Textbooks, Curr. Guides, Acc. Reader	Sept.,2008-May, 2009 Weekly assessments	Reg. Ed. Teachers, SE Teachers, BE Teachers	Lesson Plans PDAS Walk-thru's	Report Cards, Promotion and Retention Rates, Diagnostic test Results
2.) Many opportunities to enhance positive self-concepts will be provided in each classroom.	Teachers, Admins., Counselors	Curr. Guides, TEKS Objectives,	Sept. 2008 – May 2009 Weekly Assessment, Each Six Weeks	Reg. Ed. Teachers, SE Teachers, BE Teachers, Counselors	Counselor led Presentations	Progress Reports, Report Cards, Weekly Assessments, Diagnostic Test Results
3.) Modified plan implemented by each teacher to meet the learners needs.	Teachers, Admins., SE Teachers	Curr. Guides, TEKS, Mod sheets	Sept. 2008-May, 2009 and at the end of ea. Six Wks	SE teachers, RE Teachers, BE Teachers, Specialty Teachers	IEP's Lesson Plans Daily Drills	Report Cards, Progress Reports, Daily and Weekly Assignments
4.) Computer assisted instruction will be maintained using COMPASS and other educational software.	Teachers, Admins., SE teachers,	District Tech. Plan, TEKS	Sept. 2008- May 2009 and weekly maintenance	Webmaster, Campus Technologist, Librarian, Teachers	Time on Task Printouts	Weekly Printouts, Progress Reports, TEKS Knowledge
5.) Update and maintain the GT Curriculum and integrate activities in the core area lessons, i.e. Math, Lang. Arts, Science, Soc. Studies, Comp. Writing, Reading	GT teacher, Administrators	TEKS, Curr. Guides, Lesson Plans, TAKS Workbooks	Sept. 2008-May 2009	RE, BE, & SE Teachers, Administrators	Curriculum Guides Lesson Plans Teacher Participation	Report Cards, Mid year and end of the year Qualifying status of students

6.) Many opportunities to enhance positive self-concepts through character education	Counselors, Admin., Teachers	Curr. Guides, TEKS,	Sept.. 2008-May 2009	Counselors, RE, BE, and SE Teachers	Counselor Schedules	Report Cards, Monthly timelines
7.) Review policies and procedures with all staff regarding Sp. Ed. Staff and the revised process on Scope and Sequence. (CAP)	Teachers, Admin.,	CAP manual from SE department	Sept. 2008-May 2009	SE staff and administrators	IEP's Parent Notifications Parent Meetings	Bi-Annual Reports
8.) Ensure that all staff is trained appropriately on laws and requirements of Special Needs students. (CAP)	Teachers, Admins.	CAP manual from Sp. Ed.	Sept, 2008	SE Staff and RE, BE, and Specialty Teachers	Attendance at Workshops	Sign in Sheets
9.) Staff to be trained to assist the students with special needs.	Teachers and administrators	Training modules	Sept. 2008-May 2008	RE, BE, SE and Specialty Teachers	Training Schedules	Sign in sheets, Referral totals
10.) Before & after school tutoring to be offered to struggling students after the first days of identification of school	Teachers, Admin., OLD and Literacy Teacher	Pre-Assessment Tests and Diagnostic tests, TPRI Assessments	Sept, 2008-April, 2009	RE, BE, SE, OLD and Literacy Teachers	Attendance Six Weeks Grades	Attendance sheets, Promotion Retention Rates, Weekly and Diagnostic Test results
11.) Availability of Literacy and OLD teachers to supplement instruction for struggling students	Teachers, OLD and Lit. Teacher and Admin.	Pre and Post assessments, TPRI and Beginning of the year results	Sept., 2008- May, 2009	RE, SE, BE, OLD and Lit. Teacher and Counselors	# of Students being serviced Grades by Six Weeks	Report Cards and Progress Reports and exiting students
12.) Accessibility of LEXIA and Dyslexic Services for 504 students	LEXIA Lab Para, Admin., Teachers	TPRI and Tutoring results	Sept., 2008- May 2009	504 staff and RE teachers	Lab Schedule Grades at the end of the six weeks	Weekly Printouts of LEXIA levels attained
13.) Using TEKS/TAKS format and objectives daily through maintenance skills	Teachers, Admins.	TEKS Curric. & Curriculum guides, Lesson Plans	Sept, 2008- May 2009	SE, RE, BE and Specialty Teachers	Use of state TEKS guidelines	Report Cards, Diagnostic test results, pre and post test results
14.) Use TPRI Intervention objectives with daily maintenance skills	Teachers and administrators	Palm Pilot TPRI Intervention Guide & Tango Data	Sept., 2008- April 2009	RE, SE, BE and Specialty Teachers	Lesson Plans Tango Data Analysis	Tango Data Analysis print outs
15.) Student Success Initiative (SSI) for helping struggling readers and math issues	Administrators and teachers	Pre and Post tests for all students, Tutoring after school & SS intervention	Sept 2008-May 2009	RE, SE, BE, and Specialty Teachers	Progress reports Report Cards Tutoring attendance sheets	Notes to parents notifying them of their child's participation

16.) Listening, Oral Language and Language Mechanics usage through daily workshops	Administrators Teachers	Diagnostic exams, Tutoring and Summer School	Sept. 2008- May 2009	RE, SE, BE and Specialty Teachers	Use of teacher made tests (Oral/Auditory)	Report Cards, Progress Reports, and Diagnostic tests
17.) Use of Accelerated Readers and Computer Program	Administrator and Teachers	Diagnostic exams, tutoring, weekly, Textbooks, Computers	Sept. 2008- May 2009	RE, SE, BE and Specialty Teachers	Daily printouts Use of time in the mornings	Computer Printouts
18.) Reading and Sharing experiences through Tutoring and Enrichment time each day	Administrators and teachers	TAKS worksheets, AR books and computers	Sept. 2008-May 2009	SE, RE, BE and Specialty Teachers	Participation of students and parents	Computer Printouts, Diagnostic Tests
19.) Curriculum alignment through vertical teams and grade level meetings	Administrators, Teachers, Derry Teachers	TAKS Scores, TAKS workbooks	Aug. 2008- May, 2009	SE, RE, BE and Specialty Teacher	Six weeks grade sheets Attendance	Sign in Sheets, TAKS scores and Diagnostic Exams
20.) Diagnosis and prescribing instruction through Reading inventories	Administrators Teachers, OLD, Literacy T's	TPRI Kits and Literacy Kits	Sept. 2008-May, 2009	SE, RE, BE, OLD and Literacy Teachers	OLD and Literacy teacher student participation	Diagnostic Exams and TPRI Exams
21.) Meet with parents of all Bilingual students to discuss obligations and requirements of the BE Program	Admin., Teachers, OLD Teacher	BE Paperwork, State and Local Guidelines	Sept., 2008	BE and OLD Teacher	PAC's attendance and LPAC minutes	Sign In Sheets
22.) Send teachers to workshop to update skills and strategies to properly implement TEKS Objectives	Admin., Teachers	Region One Staff Devel.,	August 2008- September, 2009	SE, BE, RE, OLD, and Literacy Teacher	Region One Staff Development Participation	Sign in logs, implementation of skills learned, student scores
23.) Develop a schedule for teachers to follow to maintain and reinforce technology skills needed to enhance their instruction.	Administrators, Teachers, campus tech's	Computers, lab time,	September 2008- May 2009	Campus technologist, SE, BE, RE, OLD, Literacy and Specialty	District guidelines to maintain technology hours	Hours earned, integration of newly learned skills
24. Implement RTI 25. Principles & Components for all students who are at risk	Administrators Teachers Librarian Nurse All Campus Staff	Documentation Folders, TST TEAM, Written intervention time	September 2008 – May 2009	Administrators, teachers, librarian, nurse, all campus staff	Written intervention, parent notifications. Collaborative meetings Lesson plans	Report Cards Progress reports Data Analysis Reports Diagnostic Test Results TPRI/ TANGO

CAMPUS IMPROVEMENT PLAN

Garriga Elementary School
2008-2009

Basic Skill:

Student Achievement

PIISD Strategy:

III, IV, V

Campus Goal:

Promote student achievement through various curriculum, technology, strategies, programs and assessments.

Strategies	Person(s) Responsible	Resources Needed	Time Line	Staff Responsible	Formative Evaluation	Summative Evaluation
1.) The spiral approach will be practiced in the classrooms through a multidisciplinary approach program in accordance with TAKS	Teachers, Administrators, Paraprofessionals	Textbooks, TEKS and TAKS workbooks for teachers, technology	Sept., 2008- May 2009	BE, SE, RE, and Specialty teachers	PDAS walk-throughs	Lesson Plans, Observations, Curriculum Guides TPRI, ITBS, Diagnostic Exams
2.) Opportunities to enhance positive self-concept will be provided to all students including Special Populations.	Teachers, Administrators, Counselors, Paraprofessionals	Textbooks, Counseling posters and Class	Sept. 2008- May 2009	Counselors, Teachers Specialty Teachers Bilingual Ed.	Classroom participation Attendance	Lesson Plans, TEA Requirements met
3.) Modified plans implemented by teachers to meet the needs of Sp. Needs students who are in need of mod's.	SE Teachers, Inclusion teachers, Administrators Reg. Ed. Teachers	IEP's and modification pages	Sept. 2008- May, 2009	SE and RE staff Specialty	IEP's Modification Sheets	Progress and Report Cards
4.) Differentiation and extension activities are included in all core areas that will enhance HOTS in accordance with TAKS	GT teachers and administrators Reg. Ed. Teachers Specialty Teachers	TEA GT Guidelines, Local Policy	Sept, 2008- May 2009	GT Teachers RE Teachers Specialty Teachers	PDAS Walk-throughs GT Guidelines	Lesson Plans Observations Product
5.) Provide opportunities for teachers to attend workshops in the enrichment of Fine Arts, Music, PE, Sp. Ed.	Specialty teachers and Administrators	Funding to include the workshops needed for staff	Sept. 2008- May 2009	Specialty Teachers	FA teacher to present info to RE teachers	Sign in Sheets, implementation of skills learned
6.) Encourage parent teacher relationships through PAC's and various parent and teacher activities	Parent Educator, Teachers, Administrators Specialty Teachers	Parent Center, Teacher Release time in the day	October, 2008- May 2009	RE, SE, BE, Specialty Teachers	Notes to parents Logs of visits	Sign in sheets, parent participation

7.) Parent Educator will follow up on Migrant student progress/failing each six weeks	Teachers, Migrant Ed., Administrators	Parent Center Progress Report Report cards Parent Ed. Conference if needed	September 2008-May 2009	RE, SE, BE, Specialty Teachers		At risk lists, Migrant sign in sheets
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<p>8.) Increase student achievement by promoting programs such as UIL, Choir, and building self-esteem through programs such as Character traits presentations and assemblies and Conflict Resolutions</p>	<p>Specialty teachers, UIL Coaches, Counselors All Teachers Administrators</p>	<p>UIL Guidelines Practice</p>	<p>September 2008-May, 2009</p>	<p>Specialty Teachers, UIL Coaches Counselors All Teachers Administrators</p>	<p>Tryout dates Student participation</p>	<p>UIL participation, staff participation</p>
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CAMPUS IMPROVEMENT PLAN

Garriga Elementary School
2008-2009

Basic Skill:

PIISD Strategy:

Campus Goal:

Staff Development

Strategic Plan Goals – I, II, III, IV, V

Assure academic success for all students given the right staff development training for all teachers to meet the needs of all student populations being served to retain highly qualified staff.

Strategy	Person Responsible	Resources Needed	Time Line	Staff Responsible	Formative Evaluation	Summative Evaluation
1.) In service teachers on how to enhance students: <ul style="list-style-type: none"> • Higher Order Thinking Skills • Problem Solving skills • TAKS strategies for Rdg, Math, Writing, Science, Soc. Studies • Critical Thinking • Inferences • Deductive Reasoning • RTI 	Teachers, Administrators, Specialty Teachers Region One consultant	Staff Development Special Proposal funds	August, 2008-May 2009	RE, SE, BE, Specialty Teachers	Teacher Participation Teacher knowledge	Sign in sheets, implementation of objectives, TAKS and Diagnostic Exam results Including TPRI and ITBS results.
2.) In service counselors, teachers and parents on how to promote conflict resolution and character education.	Counselors, Teachers, Administrators, Parent Educator	Character Education updates, parent	August, 2008-May 2009	RE, SE, BE, Counselors, Specialty Teachers	Teacher participation	Sign in sheets, implementation of objectives
3.) Participate in TEKS/TAKS workshops offered District-wide.	Teachers Administrators	Special Proposal Funding	August 2008-May 2009		Six Weeks Grades	TAKS scores, Diagnostic test scores
4.) Staff development for Specialized areas such as RE, Music, Literacy, Oral Lang. Development, Dyslexia, Technology	Teachers Administrators	SBDM Committee notes on Expenditures and training	August 2008-May 2009	RE, BE, SE, Specialty Teachers	504, SEAT referrals	Implementation of skills acquired, sign in sheets
5.) Staff Development and curriculum development for Bilingual Education Teachers	Teachers Administrators	Special Proposal Funding, SBDM Comm. Approval	October, 2008-May 2009	BE teachers	Fall and Spring Conference attendance	Implementation of objectives learned
6.) TPRI/TEJAS LEE	Teachers	Region One	August, 2008-	RE and BE	Fall training of	Class rosters of

Training		Calendar and Substitutes	September 2009	Teachers	a Teacher Trainer	Developed skills
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7.) Revise Curriculum for PK – 2 nd grades	Teachers, Administrators	Before and After School Training, Early Release days	August 2008-September 2009	RE and BE teachers	Teacher knowledge and participation	Newly revise curriculum guides
8.) Revise and re-develop Benchmark tests to be called Diagnostic Exams	Teachers, Administrators	Before and After School Training and Early Release Days	August – November 2008	RE and BE teachers and Specialty Teachers	Grade level release time	Diagnostic Exams and Results
9.) Parent Academic Conferences (PAC's)	Teachers and Administrators and parent educator	None	September 2008-November 2008 & March 2009	Specialty, RE, BE, SE teachers	Parent Sign in Sheets	Sign in Sheets, Parental Involvement
10.) In service and Updates on PDAS	Teachers and Administrators	None	August 2008-May, 2009	Specialty, RE, BE, SE, OLD and Literacy	August Sign in Sheets	PDAS Observations
11.) Train all Special Education Staff on all legal updates needed to sustain certification	Sp. Ed. Teachers and Administrators	Region One Calendar, Travel Funds	August 2008-May 2009	SE teachers	Vertical Team meeting sign in sheets	Sign in sheets and implementation of skills acquired
12.) CIP and Senate Bill 1196 training for a core group of staff members	SE personnel and Administrators	None	August, 2008-April 2009		Re-certification requirements	Certification in 1196 and CIP
13.) Updated COMPASS and Accelerated Reader In service for all staff	Teachers, Librarian and Specialty teachers	Special Proposal funding	August 2008-April 2009	RE, BE, Specialty T's and SE teachers	Teacher participation	
14.) Gifted and Talented Training & Updates	Teachers, Administrators	State Proposal Funding	Sept. 2008 – May, 2009	RE, SE, BE, Specialty Teachers	Teacher Participation and Knowledge	Implementation of Objectives and Skills
15.) Participation in C-Scope workshops/updates	Teachers, Administrators Region One	Local Funding	August 2008-May, 2009	RE, SE, BE, Specialty Teachers	Teacher Participation	Teacher Participation and Implementation
16.) CPI Training in for updates and certification	Administration Teachers And Para-professionals	Staff Development and local funding	August 2008-May 2009	Special Ed. Teachers and Para's and Administrators	Teacher Participation and Knowledge	Implementation of skills acquired from training

CAMPUS IMPROVEMENT PLAN

Garriga Elementary School

2008-2009

Basic Skill:

PIISD Strategy:

Campus Goal:

Technology

I, III

To organize a structured system in order for organization of the software chosen by the campus which will improve student achievement and enhance instruction?

Strategy	Person Responsible	Resources Needed	Time Line	Staff Responsible	Formative Evaluation	Summative Evaluation
1.) The teachers will use criteria set for needs assessment to evaluate the effectiveness of the PK – 2 nd grade programs/activities.	Core team, Campus Technologist, Administrators	Annual fee to COMPASS and AR and Compass learning odyssey	August, 2008- May 2009	RE, SE, BE, Specialty Teachers, and Core team members	Six weeks grades Progress reports	Computer generated reports due weekly, bi-weekly and monthly
2.) Secure technology hardware for student use such as: <ul style="list-style-type: none"> • Dyslexic Lab • Keyboarding • Internet Access • Subscription based programs • 3rd party software • Site Licenses • Information retrieval • COW • Computer lab • Document Cameras • Projector • Flip Video camera 	Core team, campus technologist, Administrators, Web Masters,	Annual fees, Working computers, Training EDP	August 2008- May, 2009	Media specialist Librarian Campus technologist	Inventory of needed supplies	Log sheets, training certificates, etc.
3.) Maintain a Campus Core Technology team consisting of: <ul style="list-style-type: none"> • Core team members (grades) • Software members • Librarian • Technology Specialist • Web Master • Teach 	Campus Core Team Members, Teachers, Administrators	EDP for all training needed for the specialists	August, 2008- May 2009	RE, SE, Core Team and Campus Tech, Web Master, etc.	Sign in sheets Staff participation	Training sheets and implementation of skills in the classrooms
4.) Provide on going yearly training on technology for all staff <ul style="list-style-type: none"> • On line training • training 	Para's, Teachers and Administrators	Computers or Computer Lab <ul style="list-style-type: none"> • software • internet access 	August 2008- May 2009	All Professional and Paraprofessional staff	Professional leave subs <ul style="list-style-type: none"> • Technology exam • STARS 	Sign in sheets as called for by District Policy <ul style="list-style-type: none"> • Technology hours • PDAS

5.) Provide training to the Library Media specialist that will enable this person to become information/tech. Resource person of the campus	Librarian and Campus Technologist	None	August, 2008-May 2009	Librarian and campus Technologist	Region One Trng.	Log of hours put in to help others
6.) Provide and support campus wide electronic mail for all campus computer users	Technology Department	Stipend for Web Master	August 2007-May 2008	Campus Web Master	Printout of the number of hours logged user	Log of hours and signatures of teachers assisted
7.) Technology Benchmark for 2 nd grade	2 nd grade teachers	Computer software	October 2008	Second Grade Teachers	November timelines from 2 nd gr.	Final grade for all 2 nd grade students
8.) The campus will strive to acquire a technology lab for training purposes for all students.	Teachers, Paraprofessionals Administrators	Computers, Printers, Scanners Internet Software	January 2009		Place it in the CIP	Teacher and paraprofessional training hours earned
9.) The campus will obtain a campus technology instructor dedicated to provide instruction to students.	Administrators	Computer lab, fees for instruction salary	September 2008-May, 2009			
10.) Campus will obtain and support electronic mail system for students	Administrators Campus Webmaster Professional staff Technician	Computers Internet access	Sept. 2008-May, 2009	GE, SE, BE		
11.) The school will have a webmaster that is in charge of the website.	Administrators & Campus web master	Stipend for web master	Sept. 2008-May, 2009			

CAMPUS IMPROVEMENT PLAN

Garriga Elementary School
2008-2009

Basic Skill:

Parent and Community Involvement

PIISD Strategy:

II, III, IV, V

Campus Goal:

Garriga Elementary School staff, parents, and students will work together to increase community and parental participation.

Strategy	Person Responsible	Resources Needed	Time Line	Staff Responsible	Formative Evaluation	Summative Evaluation
1.) All parents and community members will be invited to the "Welcome Back to School" night in September.	Teachers and Administrators	Flyers, Marquee	September, 2008	All staff members	Phone calls made by HV to prospective parents of st's	Parental Sign in sheets
2.) All parents will be invited to the first PTO meeting which will be breakfast for the parents to elect officers.	PTO officers and administrators	Marquee and Flyers	September 2008	Administrators and Teachers	Notes sent home	Sign in sheets
3.) The Parental Involvement Department will conduct parent training sessions for all parents that need help with academic problems	Teachers, Parent Educator and Administrator	Marquee, Weekly Flyers and Six Week handouts	September 2008- May 2009	Teachers, Parent Educator and Administrators	Notes home to parents Logs Attendance sheets	Session sign in logs
4.) Parent Academic Conference will be held in the Fall and Spring to make sure parents know the direction of the students	Teachers and Administrators	Marquee, Flyers, Phone Calls	October 8, 2008 February 11, 2009		Notes home and logs of parent visits	Session Sign in Logs
6.) The campus will take part in the following activities to involve more parental involvement: Red Ribbon Week, Kindergarten Pirate Mother's Day, Field Day, Grandparents Day, "9-11" Ceremony, 1 st grade Winter fest Celebration, TPSW, 2 nd grade Christmas Caroling, School Board Recognition Month, 100 th day of Classes, Fire Prevention Week, Early Literacy Night, Hispanic Awareness Month, Veteran's Day, Kindergarten Graduation, Breast Cancer Walk,	All staff	Flyers, Marquee, Goodies for parents	August, 2008- May 2009	Campus-wide involvement	Pictures and community participation Events and presentations	Sign in sheets and participation

Blood Drive, Read Across America (NEA), Port Isabel Public Library Week, Parent Portal, Night of the Notables						
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CAMPUS IMPROVEMENT PLAN

Garriga Elementary School
2008-2009

Basic Skill:

Student Attendance

PIISD Strategy:

II, IV, V

Campus Goal:

The student population of Garriga Elementary School will attend classes 97.0% of the 2008-2009 school year.

Strategy	Person Responsible	Resources Needed	Time Line	Staff Responsible	Formative Evaluation	Summative Evaluation
1.) Teachers will send notes to parents of students with perfect attendance per six weeks	Teachers, Attendance/PEIMS clerk, Administrator	Certificates	September 2008-May 2009	Teachers and Assistant Principal	Attendance Sheets (by six weeks)	Students with Perfect attendance
2.) Names of students with perfect attendance will be sent to the PI Press each six weeks for publication.	Campus Secretary and Teachers	Computer and electronic mailing	September 2008- May 2009	Campus Secretary and Teachers	Names turned in to the PI/SPI Press	Names printed in the newspaper
3.) The teachers will explain the attendance policy of the district to the parents on the September Open House Night	Teachers and Administrators	Updated policies (Local and Legal)	September 2008	Teacher	Handout to be used with the policy stated in Eng/Span	Parent Sign in Sheets
4.) Administrators will distribute annual personal perfect attendance cards for perfect attendance to be stamped weekly.	Assist. Principal and Teaches, PEIMS Clerk	Perfect Attendance Cards "Attendance Counts"	September 2008-May 2009	Assistant Principal and Teaches	Assistant Principal Party Names	
5.) Administrator will announce perfect attendance classes for the week at the end of each week and receive a class certificate	PEIMS Clerk	Intercom	September 2008- May 2009	Teachers and PEIMS Clerk	PEIMS attendance sheets	Names announced accurately
6.) Teachers will notify the office by 8:30 a.m. of students who have not shown up to class	PEIMS Clerk, Campus Secretary and Office Clerk	Telephones	September 2008-May 2009	Teachers and Office staff		Correct phone numbers for all parents
7.) The staff weekly newsletter will make reference to the attendance for all grade levels	Administrators	Weekly Newsletter	September 2008-May 2009	Administrators	Percentages to be taken from PEIMS	
8.) The Assist. Principal will	Assist. Principal	PEIMS	Sept., 2008 and	Assistant		PEIMS

conduct an end of the six weeks party for all students with six weeks Perfect Attendance		Printout	May 2009	Principal		Generated report
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9.) Each student with yearly perfect attendance will be given a medal for their accomplishment	Assistant Principal and Teachers	Activity account funds for medals	May, 2009	Assist. Principal and Teachers	PEIMS generated attendance	Student who receive medals
10.) The attendance committee will meet at least 4 times a year to discuss chronically absent students and what measures to take with the families	Attendance Committee and Assist. Principal	Meeting dates	November 2008- May 2009	Assist. Principal and attendance committee	PEIMS attendance with Excessive absences	Truant names as generated by PEIMS reports
11.) Daily perfect attendance flags will be displayed in the hallways outside of each classroom.	Classroom teacher	Perfect Attendance flag	Sept. 2008- May, 2009	Classroom teacher		

CAMPUS IMPROVEMENT PLAN

Garriga Elementary School
2008-2009

Basic Skill:

School Climate

PIISD Strategy:

II, III

Campus Goal:

All staff will be invited to participate in monthly functions beginning in September, 2008.

Strategy	Person Responsible	Resources Needed	Time Line	Staff Responsible	Formative Evaluation	Summative Evaluation
1.) August – Back to School Breakfast for all Professional staff	Central Office Administrators	None	August, 2008	Administrators	Participation of the staff members	Participate and attendance of all professional staff
2.) Secret Pal Activities (Christmas)	Administrators and Staff members	None	December, 2008		Participation of staff members	Participation
3.) November – Thanksgiving Luncheon	Office staff	None	November 2008	Office staff		Participation
4.) Secretary and Paraprofessional Appreciation Day	Administrators and classroom teachers	None	March 2009			
5.) National Teacher Appreciation Day	Administrators PTO	Sunshine fund PTO	May, 2009	Office staff		
6.) Weekly Newsletters with staff birthdays being announced	Administrators	Weekly Newsletters	August, 2008- May 2009	Administrators		
7.) Baby Showers, Bridal Showers, Family issues	Sunshine Fund Committee	Sunshine Fund Activity Account	August, 2008- May 2009	Sunshine fund Committee		Only for 1 st babies (to the campus) and 1 st marriage (to the campus)
8.) Staff Incentives for perfect attendance, promptness attendance	Administrator	Jean passes Extended lunch Early dismissal Personal perfect attendance	August 2008- May 2009	Administration	Participation of staff	Participation
9.) Paraprofessional/Professional Extended lunch times	Administrators	None	December, 2008 and May	Administrators and teachers		

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CAMPUS IMPROVEMENT PLAN

Garriga Elementary School

2008-2009

Basic Skill:

PIISD Strategy:

Campus Goal:

Transition Services

II, IV, V

Garriga Elementary School will inform parents of the information needed to register for PK and Kindergarten.

Strategy	Person Responsible	Resources Needed	Time Line	Staff Responsible	Formative Evaluation	Summative Evaluation
1.) Students will tour the building with the Head Start Staff	Administrators Teachers Head Start Personnel	None Needed	October, 2008 April, 2009	Administrators Teachers Office Staff	Advance notice given by the Head Start Staff	Pupil and staff participation
2.) Students from private schools & learning centers will tour the building with the private school staff.	Administrators Teachers Private School Teachers/staff/Learning center	None Needed	April, 2009	Administrators Teachers	Advance scheduling with private school	Private School Enrollees
3.) Public school personnel will meet with the parents to outline the requirements for PK admittance.	Administrators	Pre-Kinder Guidelines (Local and State)	March, 2008 May, 2009	Administrators	Flyers to be sent home outlining the discussions	Paperwork verification and completeness
4.) All paperwork will be completed by the parents prior to the first day of enrollment.	PEIMS Clerk Administrators	Local Guidelines & State		Administrators PEIMS Clerks	Early Registration totals	“
5.) All immunizations will be complete and documented by the necessary personnel prior to admittance.	School Nurse and TDH	Immunization records and correct documentation	October, 2008- May, 2009	School Nurse and TDH	School Nurse Evaluation of Immunizations given	“
6.) Registration for the first day of school will be done up until 10:00 a.m. and then students have to come back the next school day.	Administrators Teachers	Report Cards Immuns. Soc. Sec. # Birth Certificate	None	Administrators Teachers	Number of new students that come in to register day one	Log in the time and place of the parents as they come in
7.) The 2 nd grade students and teachers will tour the Derry Campus in May.	Administrators Teachers	Buses	None	Administrators Teachers	Number of students being transferred	Students and parent participation
8.) 1 st Grade students will tour 2 nd grade floor in May.	Administrators Teachers	None	May, 2009	Administrators Teachers		Student participation
9.) Release all medical and	Administrators	Campus	Nurse, Special	Administrators		Paperwork

special needs records to the Derry Elementary Campus.		Records	Ed. Records, 504 Records			verification & completeness
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CAMPUS IMPROVEMENT PLAN

Garriga Elementary School

2008-2009

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