

Stafford Municipal School District

DISTRICT IMPROVEMENT PLAN

2007-08

1625 Staffordshire Road
Stafford, Texas 77477
281-261-9200 Fax: 281-261-9249
www.stafford.msd.esc4.net



**Stafford Municipal School District
DISTRICT MISSION STATEMENT**

The mission of Stafford Municipal School District is to produce individuals armed with academic and technological proficiency and strong values who function as contributing members of society.

DISTRICT LONG-RANGE PLAN

Shared Vision

As a student in Stafford Municipal School District:

I know what I do is important and will have a positive impact on the world.
I have a dream of my future and a plan to make my dream come true.
I have personal values that cause me to respect the rights and values of others.
I am an independent thinker who solves difficult problems.
I can and do make a difference!

Our Learning Environment

Provides state-of-the-art technology that is fully integrated throughout the learning process and ensures the success of our students.
Is staffed by nationally recognized, nurturing professionals empowered to meet the diverse needs of all students.
Guarantees the physical safety and mental well-being of all who use our facilities.
Promotes, maintains, strengthens, embraces, and supports cooperative relationships between families and schools.

Our SMSD Community

Provides a tri-partnership of district, community, and government unified in supporting and recognizing education as our top priority.
Establishes opportunities for our students to participate in community service, higher education, and career development.
Provides a positive environment, which recognizes the value of and takes its strength from our diversity.
Promotes spirit and pride, where unity is the cornerstone of our community.

Stafford Municipal School District - 2007-08 District Improvement Plan

**Stafford Municipal School District
DISTRICT-WIDE EDUCATION IMPROVEMENT COUNCIL (DWEIC) MEMBERS
2007-08**

District

H.D. Chambers
Rob Dwight
Marva Rasberry

Stafford Primary School

Sara Dries
Michelle Foreman
Tonya Head

Stafford Elementary School

Leticia Guzman
Gloria Medrano
Benterah Morton

Stafford Intermediate School

Miriam Nayeri
Natalie Sadeghi
Patricia Suarez-Cantu

Stafford Middle School

Jamale Kempt
Peter Turner
Dr. Phyllis Tyler

Stafford High School

Rebecca Benedict
Yolanda Soliz
Dexter West

Departments

Child Nutrition - Roseanne Willis
Maintenance - Daniel Munoz
SAEC - Vernon Clay
Transportation - Tammy Greene

Community

Debbie Colvin
Jackie Hoyer
Janet Johnson
Amelinda Meorado
Mike Rafizadeh
Mike Sachs

Stafford Municipal School District
SUMMARY OF GOALS

Goal 1: Achieve a Recognized district and accountability rating with each campus achieving a rating at or above Recognized while preparing all students for post-secondary plans

- Strategy 1: Achieve excellence in the area of student performance
- Strategy 2: Achieve excellence in the area of student performance - Special Education Program
- Strategy 3: Implement an effective research-based Bilingual/ESL Program that promotes consistent standards for the language leaders so students acquire skills and knowledge needed to succeed academically
- Strategy 4: Provide an effective advanced studies program that will meet the needs of Gifted and Talented and academically advanced students by modifying the depth, complexity, and pacing of the academic program.
- Strategy 5: The dyslexia services will meet the needs of all students in acquiring reading skills.
- Strategy 6: Provide support services to pregnant students to assist with addressing the academic, mental, and physical needs of the student
- Strategy 7: Continue closing the achievement gap between special education, economically disadvantaged, LEP, At-risk, African American, and Hispanic students
- Strategy 8: Research, initiate, investigate, and support secondary programs and practices which will result in high school students' increased preparation for post-secondary success
- Strategy 9: Implement a drop-out prevention program that ensure the successful completion of high school students while decreasing the percentage of drop-outs to reflect '0' and increasing the attendance rate to 99%
- Strategy 10: Cultivate employment skills and encourage continued education while providing a rigorous, well-balanced curriculum that equips all students with essential academic and technical knowledge and skills

Goal 2: Recruit, select, place, and retain highly-qualified personnel

- Strategy 1: Recruit, hire, and maintain personnel by utilizing equitable, efficient procedures
- Strategy 2: Provide quality staff development aligned to district policies and are in place with intensive follow-up and support.

Goal 3: Provide outstanding customer service that focuses on preparing student to become life-long learners by serving them nutritious, quality meals prepared by trained and satisfied staff in a safe environment

- Strategy 1: Promote a pleasant and nutritious environment

Summary of Goals

Goal 4: Maintain fiscal responsibility that provides a venue to fulfill the vision, mission, beliefs, and goals of SMSD.

Strategy 1: District and campus budget managers will develop cost effective budgets that reflect the educational goals of the district.

Goal 5: Promote an effective facilities, operation, and transportation plan that will meet the current and future needs of the district.

Strategy 1: SMSD will be safe, attractive, fit harmoniously into the community and be well-maintained and clean.

Strategy 2: Optimize transportation operations to reflect a safe environment.

Goal 6: Integrate technology in a manner that the educational program for all students in SMSD will encourage problem-solving, exploration, and learning via a comprehensive technology information system.

Strategy 1: The District will have increased access to technological tools and will utilize these tools to address needs of the students (infrastructure).

Strategy 2: Provide a technology venue that will assist staff in optimizing their ability to facilitate the learning process in a 'technology' rich environment (staff development).

Goal 7: Develop a climate supported by parents, community, and staff which exemplifies Spartan pride and fosters creativity, respect, and ownership for student success.

Strategy 1: All students will be educated in environments that are safe, drug-free, and foster academic excellence.

Goal 8: Develop and support the role of parents by encouraging them to foster learning at home.

Strategy 1: Develop and support the role of parents by encouraging them to foster learning at home.

Strategy 2: Create a venue that enhances parental involvement and communication.

**Stafford Municipal School District
STRATEGIC AREAS**

- Strategic Area I:** Academic Excellence and Continuous Student Development and Improvement
- Strategic Area II:** Recruit, Attract, and Retain Highly-Qualified Staff
- Strategic Area III:** Provide a Safe and Secure School Environment
- Strategic Area IV:** Increase student attendance and decrease drop-out rate
- Strategic Area V:** Develop Program(s) and Plan(s) to Identify and Encourage Non-SMSD Stafford Students to Attend SMSD as well as Avert Current SMSD Students from Withdrawing
- Strategic Area VI:** Reduce Appropriate Instructional and Non-Instructional Staff
- Strategic Area VII:** Eliminate All Non-Essential Overtime
- Strategic Area VIII:** Comply with TEA Requirement that 65% of Required Operating Budget be Allocated to Instructional Expenses as Defined by TEA
- Strategic Area X:** Actively Promote SMSD in Community, County, State, and Nation
- Strategic Area XI:** Research and Evaluate Current Limited Open Enrollment Program

Stafford Municipal School District - 2007-08 District Improvement Plan

**Stafford Municipal School District
PERFORMANCE ANALYSIS NEEDS ASSESSMENT**

Accountability Rating

Academically Acceptable - State Accountability System

Met AYP - Federal NCLB Accountability System

Current Performance

For TAKS 2007

- There is a need to increase the number of students passing the Writing TAKS at Grades 4, 7, 10, and Exit Level in the following sub groups:
 - At-risk student population
 - LEP student population
 - Special Education population
- There is a need to increase the number of students passing the Social Studies TAKS at Grades 8 and 10 in the following sub groups:
 - African American student population
 - Economically Disadvantaged student population
 - Hispanic student population
 - Title I student population
- There is a need to increase the number of students passing the Reading TAKS in the following area:
 - Grade 3 - Special Education
 - Grades 5, 6, 7, 8, and 9 - LEP and Special Education
 - Grade 4 - Hispanic; Economically Disadvantaged; At-risk; LEP; Title I
- There is a need to increase the number of students passing the Math TAKS at all grade levels in the following areas:
 - African American
 - Special Education
 - At-risk
- There is a need to increase the number of students passing the Science TAKS in the following sub groups:
 - Grade 5 - African American; Hispanic; SpEd; At-risk
 - Grade 8 - African American; Hispanic; Economically Disadvantaged; LEP; SpEd; At-risk
 - Grade 10 - African American; Asian; Hispanic; White; Economically Disadvantaged; LEP; SpEd; At-risk
 - Exit Level - African American; Hispanic; Economically Disadvantaged; LEP; SpEd; At-risk
- There is a need to increase parent involvement at all levels to develop a partnership with school and parents whereby enhancing academic opportunities for all students.
- There is a need to increase the number of Special Education students passing who meet ARD expectations on state assessments.
- There is a need to decrease the number of Special Education students assigned to In-School-Suspension

For College Preparation

- There is a need to increase the scores of students taking the SAT and ACT.
- There is a need to provide SAT and ACT preparatory classes.
- There is a need to promote college preparedness at all grade levels.

Stafford Municipal School District - 2007-08 District Improvement Plan

Goal 1 - Strategy 1: Achieve excellence in the area of student performance													
		Timeline											
Activity	Person(s) Responsible	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
1. Sustain a comprehensive curriculum management plan which establishes a set of student expectations aligned to high states assessments and aligned assessments for diagnostic and summary purposes in each content area.	Superintendent Assistant Superintendents Director of Instructional Services Director of Secondary Instruction Director of Federal Programs Campus Administrators Network Administrator Teachers	X	X	X	X	X	X	X	X	X	X	X	X
2. Continue to revise and align state and district curriculum to the state's assessment program through the following tasks: a. Content area - study data to provide more depth and complexity b. Vertical teaming - check for vertical alignment c. Resources - select 'best practice' resources; include technology resources through the curriculum.	Superintendent Assistant Superintendents Director of Instructional Services Director of Secondary Instruction Director of Federal Programs Campus Administrators Network Administrator Teachers	X	X	X	X	X	X	X	X	X	X	X	X
3. Continue providing ongoing professional development and support for staff in identified 'best practices' to insure systematic replication of effective instructional strategies.	Superintendent Assistant Superintendents Director of Instructional Services Director of Secondary Instruction Director of Federal Programs Campus Administrators Network Administrator Teachers	X	X	X	X	X	X	X	X	X	X	X	X

Stafford Municipal School District - 2007-08 District Improvement Plan

Goal 1 - Strategy 1: Achieve excellence in the area of student performance													
		Timeline											
Activity	Person(s) Responsible	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
4. Develop and implement a PK-3 RTI model.	Assistant Superintendent CIA Campus Administrators Counselors Director of Federal Programs Teachers Diagnosticians Outside Consultants	X	X	X	X	X	X	X	X	X	X	X	X
5. Increase the utilization of curriculum management techniques that provide support for the staff in making sound data-driven decisions by: a. Utilizing AEIS data in instructional decisions b. Utilizing AYP results in instructional decisions c. Utilizing Performance-Based Monitoring reports in instructional decisions d. Developing programs that address the needs of students focusing on credit recovery, ELL development programs, Exit Re-testers, SSI grade students in danger of retention.	Assistant Superintendent CIA Campus Administrators Counselors Director of Federal Programs Teachers Diagnosticians Outside Consultants	X	X	X	X	X	X	X	X	X	X	X	X
6. Continue teacher training on KILGO strategies.	Assistant Superintendents Director of Instructional Services Director of Secondary Instruction Director of Federal Programs Campus Administrators Teachers	X	X			X			X			X	X
7. Hold regularly-scheduled Vertical Team meetings to insure vertical articulation and horizontal coordination are reflected in the curriculum and philosophy of the design and delivery of the curriculum.	Assistant Superintendents Director of Instructional Services Director of Secondary Instruction Director of Federal Programs Campus Administrators Teachers												
8. Utilize a comprehensive system to track and monitor six-year graduation plans	Superintendent Assistant Superintendents Campus Administrators Counselors	X	X	X	X	X	X	X	X	X	X	X	X

Stafford Municipal School District - 2007-08 District Improvement Plan

Goal 1 - Strategy 2: Achieve excellence in the area of student performance - Special Education Program													
Activity	Person(s) Responsible	Timeline											
		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
1. Increase the number of students with disabilities who take regular TAKS and meet the passing standard by 10%.	Assistant Superintendent CIA Director of Instructional Services Director of Secondary Instruction Director of Federal Programs Campus Administrators Teachers	X	X	X	X	X	X	X	X	X	X	X	X
2. Analyze needs assessment for achievement gaps and inequities in instruction for special populations.	Assistant Superintendent CIA Director of Instructional Services Director of Secondary Instruction Director of Federal Programs Campus Administrators Counselors Teachers	X	X	X	X	X	X	X	X	X	X	X	X
3. Provide district support for assessment administration, development, and data disaggregation to monitor special needs students' progress and involvement in school.	Superintendent Assistant Superintendent CIA Director of Instructional Services Director of Secondary Instruction Director of Federal Programs Campus Administrators Counselors Teachers	X	X	X	X	X	X	X	X	X	X	X	X
4. Provide district support for assessment administration, development, and data disaggregation to monitor all students' progress, including special population students.	Assistant Superintendents Director of Instructional Services Director of Secondary Instruction Director of Federal Programs		X		X		X		X			X	X
5. Develop and implement a district-wide Response to Intervention (RTI) Plan.	Assistant Superintendents Business Manager Campus Administrators Counselors Teachers Diagnosticians Outside Consultants		X	X		X					X	X	

Stafford Municipal School District - 2007-08 District Improvement Plan

Goal 1 - Strategy 2: Achieve excellence in the area of student performance - Special Education Program													
Activity	Person(s) Responsible	Timeline											
		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
6. Provide early intervention strategies through counseling and behavior modification sessions to reduce placement assignments of special needs students in DAEP settings.	Assistant Superintendents Director of Federal Programs Counselors LSSP				X		X		X			X	X
7. Provide support for campuses' collaborative teaching plans which are designed to increase access to the general curriculum for Special Education students.	Assistant Superintendent CIA Director of Federal programs Campus Administrators Teachers		X	X	X	X	X	X	X	X	X	X	X
8. Special Education staff will analyze Special Education state and district assessment data to develop a tutoring and support plan for individual students.	Assistant Superintendents Director of Federal Programs Campus Administrators Teachers Counselors		X	X	X	X	X	X	X	X	X	X	X
9. Train all Special Education staff and campus administrators on the interpretation of Special Education Reports as they relate to instruction.	Assistant Superintendents Director of Federal Programs Region 4 ESC	X			X						X	X	X
10. Implement Special Education inclusion model to increase the level of instruction for Special Education students to successfully learn the general curriculum in the LRE.	Director of Secondary Instruction Director of Federal Programs Campus Administrators SpEd Team Leaders	X	X	X	X	X	X	X	X	X	X	X	X

Stafford Municipal School District - 2007-08 District Improvement Plan

Goal 1 - Strategy 3: Implement an effective research-based Bilingual/ESL Program that promotes consistent standards for the language leaders so students acquire skills and knowledge needed to succeed academically.													
		Timeline											
Activity	Person(s) Responsible	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
1. Continue to analyze needs assessment for gaps and inequities in instruction as it relates to LEP students.	Assistant Superintendent CIA Director of Federal Programs Campus Administrators Bilingual/ESL Coordinator Teachers	X	X	X	X	X	X	X	X	X	X	X	X
2. Implement a mentoring program for Bilingual/ESL students.	Campus Administrators Bilingual/ESL Coordinator			X					X			X	
3. Develop a literacy triangle program whereby Bilingual/ESL teachers and students engage in learning activities.	Bilingual/ESL Coordinator		X	X	X	X	X	X	X	X	X	X	X
4. Develop a process to inform and provide personnel with available resources and materials at the district and campus level.	Assistant Superintendents Director of Instructional Services Director of Secondary Instruction Director of Federal Programs	X	X				X				X	X	
5. Implement strategies to improve LEP students preparedness for post-secondary educational options.	Superintendent Assistant Superintendents Campus Administrators Bilingual/ESL Coordinator Teachers Counselors	X	X	X	X	X	X	X	X	X	X	X	X
6. Begin to establish guidelines to develop and implement Bilingual/ESL Learning Labs at the campus level.	Assistant Superintendents Campus Administrators Bilingual/ESL Coordinator Teachers Counselors	X	X	X	X	X	X	X	X	X	X	X	X
7. Facilitate the implementation of the Response to Intervention model in the Bilingual/ESL classrooms	Assistant Superintendent CIA RTI Task Force Campus Administrators Teachers			X	X	X	X	X	X	X			

Stafford Municipal School District - 2007-08 District Improvement Plan

Goal 1 - Strategy 4: Provide an effective advanced studies program that will meet the needs of Gifted and Talented and academically advanced students by modifying the depth, complexity, and pacing of the academic program.													
		Timeline											
Activity	Person(s) Responsible	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
1. Provide SAT/ACT preparatory programs for 7-12 grade students.	Assistant Superintendent CIA Business Manager Director of Secondary Instruction Director of Instructional Services City of Stafford	X		X	X			X				X	X
2. Develop and implement an academic talent pool beginning at the Primary campus level.	Superintendent Assistant Superintendent CIA Director of Instructional Services Campus Administrators Teachers Counselors						X	X	X	X	X	X	X
3. Administer mock AP exams to AP students prior to May exams.	Director of Secondary Instruction Campus Administrators Teachers AP Teachers			X			X		X				
4. Implement a Destination Imagination team at each campus.	Assistant Superintendents Business Manager Director of Instructional Services Director of Secondary Instruction Campus Administrators Campus GT Coordinators Destination Imagination Consultant	X	X	X	X	X	X	X	X	X	X	X	X
5. Train High School teachers to correlate PSAT test results with their curriculum to ascertain similarities and gaps in skills.	Assistant Superintendent CIA Director of Secondary Instruction	X	X				X					X	X
6. Continue to offer the 30-hour GT Institute for SMSD staff.	Superintendent Assistant Superintendents Business Manager Houston Area GT Co-op	X	X	X	X	X	X	X	X	X	X	X	X

Stafford Municipal School District - 2007-08 District Improvement Plan

Goal 1 - Strategy 4: Provide an effective advanced studies program that will meet the needs of Gifted and Talented and academically advanced students by modifying the depth, complexity, and pacing of the academic program.													
		Timeline											
Activity	Person(s) Responsible	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
7. Continue providing information to parents regarding GT and AP, camps, forums, contests, etc.	Assistant Superintendent CIA Director of Secondary Instruction Director of Instructional Services Campus Administrators Teachers Counselors	X	X	X	X	X	X	X	X	X	X	X	X
8. Provide opportunities for students to participate in areas of strength/interest on a continuous basis (i.e., Pentathlon, Decathlon, independent study, mentorship program, Destination Imagination)	Superintendent Assistant Superintendents Business Manager Directors Campus Administrators Teachers	X	X	X	X	X	X	X	X	X	X	X	X
9. Increase opportunities for Pre-AP, AP, GT, and Vertical Teams to collaborate	Assistant Superintendent CIA Director of Secondary Instruction Director of Instructional Services Campus Administrators GT, Pre-AP, AP Teachers	X	X	X	X	X	X	X	X	X	X	X	X

Stafford Municipal School District - 2007-08 District Improvement Plan

Goal 1 - Strategy 5: The dyslexia services will meet the needs of all students in acquiring reading skills.													
		Timeline											
Activity	Person(s) Responsible	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
1. Continue providing training for all staff members in the areas of: a. characteristics of dyslexia and related disorders b. Dyslexia Bundle c. awareness of information on classroom strategies	Director of Federal Programs Dyslexia Specialists	X	X	X	X	X	X	X	X	X	X	X	X
2. Provide a forum for parents of dyslexia students to receive training in the areas of a. characteristics of dyslexia and related disorders b. strategies to assist with homework c. testing modification information	Director of Federal Programs Dyslexia Specialists		X	X	X	X	X	X	X	X	X	X	X
3. Continue providing updated training sessions to staff with dyslexia information	Director of Federal Programs Dyslexia Specialists		X	X	X	X	X	X	X	X	X	X	X

Goal 1 - Strategy 6: Provide support services to pregnant students to assist with addressing the academic, mental, and physical needs of the student.													
		Timeline											
Activity	Person(s) Responsible	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
1. Assist pregnant/parenting teen in assessing services and information from community and government agencies.	Assistant Superintendent CIA Director of Secondary Instruction Director of Instructional Services Campus Administrators Counselors	X	X	X	X	X	X	X	X	X	X	X	X
2. Provide pregnancy related services that include on-campus support and comprehensive education home instruction to pregnant students during pregnancy, prenatal, and post-partum periods.	Assistant Superintendent CIA Director of Secondary Instruction Director of Instructional Services Campus Administrators Counselors		X	X	X	X	X	X	X	X	X	X	X

Stafford Municipal School District - 2007-08 District Improvement Plan

Goal 1 - Strategy 7: Continue closing the achievement gap between Special Education, Economically Disadvantaged, LEP, At-risk, African American, and Hispanic students.													
		Timeline											
		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Activity	Person(s) Responsible												
1. Analyze TAKS performance of African American and Hispanic students as measured by benchmarks and state assessment results.	Assistant Superintendent CIA Director of Secondary Instruction Director of Instructional Services Campus Administrators Teachers	X	X	X	X	X	X	X	X	X	X	X	X
2. Identify areas of improvement through detailed analysis of student expectations.	Assistant Superintendent CIA Director of Secondary Instruction Director of Instructional Services Campus Administrators Teachers	X	X	X	X	X	X	X	X	X	X	X	X
3. Provide continuous staff development to communicate model and support strategies for closing the achievement gap for Special Education students.	Assistant Superintendent CIA Director of Secondary Instruction Director of Instructional Services Director of Federal Programs	X	X	X	X	X	X	X	X	X	X	X	X
4. Ensure students have equitable access and opportunity to participate in and benefit from high quality co-curricular and extra-curricular practices.	Director of Secondary Instruction Director of Instructional Services Campus Administrators Teachers Counselors	X	X	X	X	X	X	X	X	X	X	X	X

Stafford Municipal School District - 2007-08 District Improvement Plan

Goal 1 - Strategy 8: Research, initiate, investigate, and support secondary programs and practices which will result in high school students' increased preparation for post-secondary success.													
		Timeline											
Activity	Person(s) Responsible	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
1. Develop a plan whereby students will receive information pertinent to the planning of post-secondary educational options.	Superintendent Assistant Superintendents Business Manager Director of Secondary Instruction Director of Instructional Services Campus Administrators Teachers Counselors		X	X	X	X	X	X	X	X	X	X	X
2. Continue hosting College Day assemblies.	Director of Secondary Instruction Campus Administrators Counselors		X	X									
3. Monitor the AVID program and evaluate the results of students continuing their post-secondary aspirations.	Assistant Superintendent CIA Campus Administrator Counselors AVID Director		X	X	X	X	X	X	X	X	X	X	X
4. Provide competitive venues for SEAL Academy students (i.e., robotics, engineering competitions, etc.).	Assistant Superintendent CIA Campus Administrator Counselors SEAL Academy Teachers	X	X	X	X	X	X	X	X	X	X	X	X

Stafford Municipal School District - 2007-08 District Improvement Plan

Goal 1 - Strategy 9: Implement a drop-out prevention program that ensures the successful completion of high school while decreasing the percentage of drop-outs to reflect '0' and increasing the attendance rate to 99%.													
		Timeline											
Activity	Person(s) Responsible	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
1. Communicate attendance laws to parents annually.	Campus Administrators Counselors Attendance Clerks	X	X	X	X	X	X	X	X	X	X	X	X
2. Utilize the out-dialer system to inform parents and guardians about student attendance issues.	Technology Department Campus Administrators Attendance Clerks	X	X	X	X	X	X	X	X	X	X	X	X
3. Continue to have SMSD 'Drop-out Locator Day'.	Superintendent Assistant Superintendents Business Manager Directors Campus Administrators Teachers Counselors	X	X	X									
4. Research the possibility of creating an intervention assistance team to assist with addressing the needs of at-risk students.	Superintendent Assistant Superintendents Directors Campus Administrators Teachers Counselors	X	X	X	X	X	X	X	X	X	X	X	X

Stafford Municipal School District - 2007-08 District Improvement Plan

Goal 1 - Strategy 10: Cultivate employment skills and encourage continued education while providing a rigorous, well-balanced curriculum that equips all students with essential academic and technical knowledge and skills.													
Activity	Person(s) Responsible	Timeline											
		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
1. Maintain updated CATE programs by maintenance, investigation, and purchase of state-of-the-arts technology tools to ensure students are trained by industry standards in a safe learning environment.	Assistant Superintendents Business Manager Director of Federal Programs Campus Administrators Teachers	X	X	X	X	X	X	X	X	X	X	X	X
2. Expand and maintain business partnerships to develop work-based learning, internships, etc.	Superintendent Assistant Superintendents Superintendent's Adm. Assistant Business Manager Director of Federal Programs Campus Administrators Teachers CATE Advisory Committee	X	X	X	X	X	X	X	X	X	X	X	X
3. Research demographic trends to fuel future course offerings based on employment demand data.	Director of Secondary Instruction Director of Federal Programs Campus Administrators CATE Advisory Committee			X				X				X	
4. Continue to research the possibility of expanding CATE dual credit courses.	Assistant Superintendent CIA Director of Secondary Instruction Director of Federal Programs Campus Administrators Counselors HCC Liaison				X			X					

Goal 2: Recruit, select, place, and retain highly-qualified personnel

Strategic Area II: Recruit, Attract and Retain Highly-Qualified Staff						
Person Responsible: Superintendent Assistant Superintendents Business Manager Director of Human Resources Campus Administrators		Brief Description: Continue recruiting, selecting, placing, retaining, and professionally developing personnel by utilizing equitable hiring procedures.			Evaluation Benchmark: PDAS observations Failure reports Evaluations Informal observations mentor reports I&O meeting notes Employee retention rates	
Progress Report Dates:						
Sep 2007	Nov 2007	Dec 2007	Feb 2008	Mar 2008	May 2008	
Resources Required: Teachers Time and Effort Recruiting Supplies District Website Region 4 ESC		FTE's Required: None		Source of Funds: Title II, Part A - Professional Development Title I - Supplies Local Funds		Amount \$70,000.00 \$20,000.00 \$2,000.00

Stafford Municipal School District - 2007-08 District Improvement Plan

Goal 2 - Strategy 1: Recruit, hire, and maintain personnel by utilizing equitable, efficient procedures.													
		Timeline											
Activity	Person(s) Responsible	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
1. Continue to review current hiring practices for recruiting, hiring, and maintaining highly-qualified personnel.	Assistant Superintendent PSS Director of Human Resources	X	X	X	X	X	X	X	X	X	X	X	X
2. Ensure job descriptions accurately reflect job duties.	Assistant Superintendent PSS Director of Human Resources	X	X	X	X	X	X	X	X	X	X	X	X
3. Research the possibility of implementing an on-line application process via the district's website.	Assistant Superintendent PSS Director of Human Resources	X	X		X	X			X				
4. Update district recruitment materials so they portray SMSD as 'the place to work!'.	Superintendent Assistant Superintendents Business Manager Director of Human Resources	X	X	X	X	X	X	X	X	X	X	X	X
5. Develop and implement a recruitment CD that will portray the benefits of working at SMSD.	Superintendent Assistant Superintendents Director of Human Resources				X	X							
6. Continue to partner with the City of Stafford and host Teacher Appreciation Gala.	Superintendent	X	X	X	X	X	X	X	X	X	X	X	X
7. Continue to provide celebrations during appropriate weeks for librarians, nurses, counselors, secretaries, diagnosticians, teachers, maintenance, food service, and transportation.	Superintendent Assistant Superintendents Business Manager Campus Administrators Directors	X	X	X	X	X	X	X	X	X	X	X	X
8. Provide recognition for a district administrator of the year.	Superintendent Assistant Superintendents Business Manager										X	X	X
9. Develop a master cadre of teachers in each core subject area to model effective teaching strategies.	Assistant Superintendents Campus Administrators	X	X	X	X	X	X	X	X	X	X	X	X
10. Provide training to assist teachers with effectively addressing the diverse needs of all student populations.	Assistant Superintendents Director of Federal Programs Directors Campus Administrators	X				X		X	X			X	X

Stafford Municipal School District - 2007-08 District Improvement Plan

Goal 2 - Strategy 2: Provide quality staff development aligned to district policies and are in place with intensive follow-up and support.													
		Timeline											
Activity	Person(s) Responsible	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
1. Continue to provide KILGO training for all staff members.	Assistant Superintendent CIA Director of Secondary Instruction Director of Instructional Services	X				X			X			X	X
2. Implement professional learning communities concepts and practices to improve student performance.	Superintendent Assistant Superintendents Business Manager Directors Campus Administrators	X	X	X	X	X	X	X	X	X	X	X	X
3. Provide training via a writing institute for staff.	Assistant Superintendent PSS Director of Human Resources	X		X				X				X	X
4. Foster a district-wide staff development culture that will empower all staff members to model ownership in the success of all students.	Superintendent Assistant Superintendents Business Manager Directors Campus Administrators	X	X	X	X	X	X	X	X	X	X	X	X
5. Continue to partner with Grand Canyon University and reimburse staff members who have successfully completed their coursework as specified in the agreement.	Superintendent Assistant Superintendents Business Manager	X		X			X			X			X
6. Develop a professional development calendar that provides opportunities for staff to receive training in areas of need and interest which extends to weekends and after-school hours.	Assistant Superintendents Business Manager Directors Campus Administrators Counselors	X	X	X	X	X	X	X	X	X	X	X	X
7. Provide staff development related to the instruction of students with disabilities that is designed for educators who work primarily outside the area of special education.	Assistant Superintendent CIA Business Manager Director of Federal Programs Campus Administrators	X			X		X				X	X	X
8. Provide staff training on the full continuum of positive behavioral intervention strategies.	Director of Federal Programs Campus Administrators Region 4 ESC		X		X			X			X	X	X

Stafford Municipal School District - 2007-08 District Improvement Plan

Goal 3: Provide outstanding customer service that focuses on preparing students to become life-long learners by serving them nutritious, quality meals prepared by trained and satisfied staff in a safe environment.

Strategic Area III: Provide a Safe and Secure School Environment							
Person Responsible: Superintendent Business Manager Director of Child Nutrition Child Nutrition Staff		Brief Description: The Child Nutrition Department will provide high quality food service for all customers while striving to maintain financial autonomy.			Evaluation Benchmark: Feedback from customers Monthly board reports Increase in meal participation Improved attendance and student performance		
Progress Report Dates:							
Oct 2007	Nov 2007	Dec 2007	Jan 2008	Feb 2008	Mar 2008	Apr 2008	May 2008
Resources Required: Time and Effort Child Nutrition Supplies and Materials Brae Burn Construction Technology Services SHAC Handbook		FTE's Required: None		Source of Funds: Local Funds Bond Funds		Amount \$15,000.00 \$3,300,000.00	

Stafford Municipal School District - 2007-08 District Improvement Plan

Goal 3 - Strategy 1: Promote a pleasant and nutritious environment.													
		Timeline											
Activity	Person(s) Responsible	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
1. Continue to be 100% compliant with local, state, and federal child nutrition regulations.	Assistant Superintendent PSS Director Child Nutrition Child Nutrition Managers	X	X	X	X	X	X	X	X	X	X	X	X
2. Continue to be a self-funded balanced budget operation.	Assistant Superintendent PSS Director Child Nutrition Child Nutrition Managers	X	X	X	X	X	X	X	X	X	X	X	X
3. Research the possibility of implementing incentive-based pay for Child Nutrition staff by meeting operational goals, operational staff development, and customer satisfaction.	Assistant Superintendent PSS Director Child Nutrition Child Nutrition Managers Child Nutrition Staff	X	X	X	X	X	X	X	X	X	X	X	X
4. Continue demonstrating efforts to expand the district's School Health Advisory Committee (SHAC) by community, student, and parent input.	Assistant Superintendents Director Child Nutrition SHAC Committee				X				X		X		
5. Research the possibility of providing summer training for Child Nutrition staff.	Assistant Superintendent PSS Business Manager Director Child Nutrition	X						X				X	X
6. Expand Child Nutrition facilities to assist with the implementation of efficient lunch and breakfast accommodations.	Assistant Superintendent PSS Business Manager Director Child Nutrition Outside Contractors	X	X	X	X	X	X	X	X	X	X	X	X
7. Provide serve-safe training for all Child Nutrition Managers and one additional Child Nutrition staff member on each campus.	Assistant Superintendent PSS Director Child Nutrition	X										X	X

Goal 4: Maintain fiscal responsibility that provides a venue to fulfill the vision, mission, beliefs, and goals of SMSD.

Strategic Area VIII: Comply with TEA Requirement that 65% of Required Operating Budget be Allocated to Instructional Expenses as Defined by TEA			
<p>Person Responsible: Superintendent Assistant Superintendents Business Manager Director of Secondary Instruction Director of Instructional Programs Director of Federal Programs Director of Child Nutrition Campus Administrators PEIMS Coordinator Technology Support</p>	<p>Brief Description: District and campus budget managers will develop budgets that reflect the educational priorities of the district and support programs in a manner that is cost effective.</p>	<p>Evaluation Benchmark: Monthly budget report Audit reports AYP status Accountability rating</p>	
<p>Progress Report Dates: Aug 2007 Jan 2008 Jun 2008</p>			
<p>Resources Required: Time and Effort RSCCC Software Outside Consultants</p>	<p>FTE's Required: None</p>	<p>Source of Funds: Local Funds</p>	<p>Amount \$33,946.00</p>

Stafford Municipal School District - 2007-08 District Improvement Plan

Goal 4 - Strategy 1: District and campus budget managers will develop cost effective budgets that reflect the educational goals of the district.													
		Timeline											
Activity	Person(s) Responsible	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
1. Continue to utilize annual local staffing formulas and revise in accordance with student enrollment.	Superintendent Assistant Superintendent PSS Business Manager	X					X	X	X	X	X	X	X
2. Provide training on the allocation of Title funds.	Business Manager	X		X								X	X
3. Provide training on the elements of incentive-based approach to budgeting.	Business Manager	X										X	X
4. Monitor the district's financial position as it relates to the three-year phase-in requirement for an instructional program.	Superintendent Business Manager	X	X	X	X	X	X	X	X	X	X	X	X
5. Continue to provide updates on policies, procedures, and guidelines as they relate to internal monetary control (i.e., fundraiser practices, activity accounts, etc.)	Superintendent Business Manager	X	X	X	X	X	X	X	X	X	X	X	X
6. Continue efforts to meet the 3-year phase-in 65% rule.	Superintendent Business Manager	X	X	X	X	X	X	X	X	X	X	X	X
7. Complete the annual financial and compliance report in September and have board-approved at October Regular Board Meeting.	Superintendent Business Manager		X	X									
8. Continue success of a 'Superior' achievement with FIRST rating.	Superintendent Business Manager			X	X	X	X						

Stafford Municipal School District - 2007-08 District Improvement Plan

Goal 5: Promote an effective facilities, operation, and transportation plan that will meet the current and future needs of the district.

Strategic Area III: Provide a Safe and Secure School Environment				
Person Responsible: Superintendent Assistant Superintendent PSS Business Manager		Brief Description: Develop a comprehensive facilities and maintenance plan that demonstrates		Evaluation Benchmark: Monthly Maintenance department reports Monthly Transportation department reports
Progress Report Dates:				
Aug 2007	Dec 2007	Mar 2008	Jun 2008	Jul 2008
Resources Required: Time and Effort Brae Burn Construction Custodians Bus Drivers Supplies and Materials Outside Consultants 3DI	FTE's Required: None	Source of Funds: Local Funds Bond Funds		Amount \$12,500.00 \$203,000.00

Stafford Municipal School District - 2007-08 District Improvement Plan

Goal 5 - Strategy 1: SMSD will be safe, attractive, fit harmoniously into the community and be well-maintained and clean.													
		Timeline											
Activity	Person(s) Responsible	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
1. Continue to follow the district's long-range facilities plan.	Superintendent Assistant Superintendent PSS Business Manager	X	X	X	X	X	X	X	X	X	X	X	X
2. Identify a committee to develop a plan whereby maintenance work orders would be submitted electronically.	Assistant Superintendent PSS Director of Maintenance and Transportation Network Administrator				X	X			X			X	X
3. Conduct an annual review of the long-range facilities plan.	Superintendent Assistant Superintendent PSS									X	X	X	
4. Review and revise, if needed, safety priority requirements as per OSHA standards.	Assistant Superintendent PSS Director of Maintenance and Transportation	X	X	X	X	X	X	X	X	X	X	X	X
5. Continue to enhance and modify all campus and district-wide safety and crisis response plan.	Assistant Superintendent PSS Director of Maintenance and Transportation	X	X	X	X	X	X	X	X	X	X	X	X
6. Continue to train the district's medical personnel on potential bioterrorism agents.	Assistant Superintendent PSS	X	X	X	X	X	X	X	X	X	X	X	X

Stafford Municipal School District - 2007-08 District Improvement Plan

Goal 5 - Strategy 2: Optimize transportation operations to reflect a safe environment.													
		Timeline											
Activity	Person(s) Responsible	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
1. Research the possibility of developing a long-range transportation plan.	Superintendent Assistant Superintendent PSS Business Manager Director of Maintenance and Transportation					X	X			X		X	X
2. Develop a preventive maintenance schedule that allows for repairs or replacement of district transportation (i.e., buses, vans, cars)	Superintendent Assistant Superintendent PSS Business Manager Director of Maintenance and Transportation				X	X			X			X	X
3. Continue to update the district's routing schedule to reflect most efficient bus routes.	Superintendent Assistant Superintendent PSS Business Manager Director of Maintenance and Transportation	X				X						X	X

Goal 6: Integrate technology in a manner that the educational program for all students in SMSD will encourage problem-solving, exploration, and learning via a comprehensive technology information system.

<p>Strategic Area I: Academic Excellence and Continuous Student Development and Improvement Strategic Area II: Recruit, Attract, and Retain Highly-Qualified Staff Strategic Area X: Actively Promote SMSD in Community, County, State, and Nation</p>			
<p>Person Responsible: Superintendent Assistant Superintendent PSS Business Manager Directors Campus Administrators Network Administrator Teachers</p>	<p>Brief Description: Incorporate technology as an integral</p>	<p>Evaluation Benchmark: Informal walk-throughs PDAS Lesson plans Student products TETN logs Certificates of Completion District's website</p>	
<p>Progress Report Dates:</p>			
<p>Resources Required: Time and Effort Software Hardware Outside Consultants URI Technology Region 4 Region 3 Cambridge PGP</p>	<p>FTE's Required: None</p>	<p>Source of Funds: Local Funds Title II Part D 411 Funds Bond Funds</p>	<p>Amount \$220,941.00 \$2,700.00 \$75,000.00 \$340,000.00</p>

Stafford Municipal School District - 2007-08 District Improvement Plan

Goal 6 - Strategy 1: The District will have increased access to technological tools and will utilize these tools to address needs of the students (infrastructure).													
		Timeline											
Activity	Person(s) Responsible	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
1. Continue to review the district's technology plan to ensure that the use of district technology is at a maximum.	Superintendent Assistant Superintendents Business Manager Network Administrator	X	X	X	X	X	X	X	X	X	X	X	X
2. Develop a plan to update the district's current infrastructure.	Superintendent Business Manager Network Administrator Technology Support	X	X	X	X	X	X	X	X	X	X	X	X
3. Develop a plan to update the district's telephone communication systems.	Superintendent Business Manager Network Administrator Technology Support	X				X			X			X	
4. Implement a disaster recovery plan.	Superintendent Assistant Superintendent PSS Network Administrator					X			X			X	

Stafford Municipal School District - 2007-08 District Improvement Plan

Goal 6 - Strategy 2: Provide a technology venue that will assist staff in optimizing their ability to facilitate the learning process in a 'technology' rich environment (staff development).

		Timeline											
Activity	Person(s) Responsible	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
1. Provide training for all staff to include: a. CLEAR b. Campus On-line c. Cambridge d. RSCCC e. On-line Testing f. Tech Integration	Assistant Superintendent CIA Network Administrator	X	X	X	X	X	X	X	X	X	X	X	X
2. Cerate professional learning communities to support the teachers' use of technology-based resources.	Assistant Superintendent CIA Directors Campus Administrators Network Administrator Teachers					X			X			X	X
3. Utilize various technologies (i.e., portals, pod-casting, etc.) to participate in the global learning community.	Assistant Superintendent CIA Director of Instructional Programs Network Administrator	X	X	X	X	X	X	X	X	X	X	X	X
4. Continue conducting regularly scheduled meetings with campus content managers whereby district, campus, and department content managers are provided training.	Director of Instructional Programs Technology Support	X	X		X		X	X		X			X
5. Continue fostering a professional learning environment that includes integrated technology instruction.	Assistant Superintendent CIA Director of Secondary Instruction Director of Instructional Programs Network Administrator	X	X	X	X	X	X	X	X	X	X	X	X

Goal 7: Develop a climate supported by parents, community, and staff which exemplifies Spartan Pride and fosters creativity, respect, and ownership for student success.

Strategic Area III: Provide a Safe and Secure School Environment			
Strategic Area XI: Research and Evaluate Current Limited Open Enrollment Program			
Person Responsible: Superintendent Assistant Superintendents Business Manager Campus Administrators Athletic Director Safe and Drug-Free Coordinator Counselors Nurses PEIMS Coordinator Student Resource Officers	Brief Description: SMSD will provide a culture that models an environment of excellence (i.e., Safe and Drug-Free) and ownership of success.	Evaluation Benchmark: PEIMS 425 Report RSCCC Reports Observations PDS Community Input	
Progress Report Dates:			
Resources Required: Time and Effort Region 4 HCDE Parent Support SROs Interquest Canine Services Raptor System Athletic Trainer Ft. Bend Co. Sheriff's Dept.	FTE's Required: None	Source of Funds: Title II Title IV Local Funds	Amount \$4,000.00 \$1,600.00 \$10,000.00

Stafford Municipal School District - 2007-08 District Improvement Plan

Goal 7 - Strategy 1: All students will be educated in environments that are safe, drug-free, and foster academic excellence.													
		Timeline											
Activity	Person(s) Responsible	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
1. Continue to celebrate student accomplishments via board recognitions, media, campus gatherings, and other events.	Superintendent Campus Administrators Counselors Teachers	X	X	X	X	X	X	X	X	X	X	X	X
2. Update the PRIDE guidance curriculum.	Assistant Superintendent CIA Counselors								X	X	X	X	
3. Expand the education program weekly Safety and Security training (i.e., Cyber-Bullying, Stranger Safety)	Assistant Superintendents Campus Administrators Counselors Teachers			X				X			X	X	X
4. Facilitate character education programs that target suicide prevention, conflict resolution, violence intervention, and prevention and bullying.	Assistant Superintendent CIA Business Manager Counselors					X			X		X	X	
5. Foster a district-wide culture that embraces the Positive Based Monitoring Discipline Strategies.	Director of Federal Programs Campus Administrators Counselors Teachers	X	X	X	X	X	X	X	X	X	X	X	X
6. Continue to educate students on the harmful effects of drug, alcohol, and other deadly behaviors via campus-related safe and drug-free activities and student organizations.	Campus Administrators Safe and Drug-Free Coordinator Counselors	X	X	X	X	X	X	X	X	X	X	X	X
7. Continue requiring campus visitor check-in via V-Soft system.	Campus Administrators SROs	X	X	X	X	X	X	X	X	X	X	X	X
8. Develop a district-wide date violence policy to be adopted by the Board	Superintendent Campus Administrators Counselors						X		X	X	X		
9. Implement a district-wide mentor program whereby parents and community members mentor students.	Superintendent's Adm. Assistant Campus Administrators Counselors	X	X	X	X	X	X	X	X	X	X	X	X

Goal 8: Develop and support the role of parents by encouraging them to foster learning at home.

Strategic Area X: Actively Promote SMSD in Community County, State, and Nation				
Person Responsible: Superintendent Assistant Superintendents Directors Campus Administrators Counselors		Brief Description: Enhance and increase parent involvement as it relates to positive academic achievement.		Evaluation Benchmark: Sign-In Sheets Parent Conferences Activity Sign-In Sheets Parent Involvement Survey Results
Progress Report Dates:				
Oct 2007	Jan 2008	Mar 2008	May 2008	Jul 2008
Resources Required: Parent Support Time and Effort Hardware Software Administration Volunteer Support Supplies AVID Materials Campus On-Line District Web-site	FTE's Required: None	Source of Funds: Local Funds Title I Title III		Amount \$15,000.00 \$28,000.00 \$3,000.00

Stafford Municipal School District - 2007-08 District Improvement Plan

Goal 8 - Strategy 1: Develop and support the role of parents by encouraging them to foster learning at home.													
		Timeline											
Activity	Person(s) Responsible	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
1. Provide training for parents on Campus On-Line and district parent portal	Assistant Superintendents Network Administrator					X			X				X
2. Develop a network of parent support for school transitions.	Campus Administrators Counselors									X	X	X	X
3. Research the possibility of creating a parent network to welcome new SMSD parents to the district,	Superintendent Campus Administrators Superintendent's Adm. Assistant						X		X			X	X
4. Develop a parent information link on the district's web-site that highlights parent education tips.	Assistant Superintendent CIA Campus Administrators Network Administrator						X		X		X	X	
5. Continue providing parent education tips and services via the district's Parent Resource Center.	Director of Federal Programs	X	X	X	X	X	X	X	X	X	X	X	X
6. Continue to host family nights that highlight a myriad of academic program areas.	Campus Administrators Teachers		X				X			X	X		

Stafford Municipal School District - 2007-08 District Improvement Plan

Goal 8 - Strategy 2: Create a venue that enhances parental involvement and communication.													
		Timeline											
Activity	Person(s) Responsible	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
1. Develop a plan to provide secure parental on-line access to student grades.	Assistant Superintendent PSS PEIMS Coordinator Network Administrator	X	X	X	X	X	X	X	X	X	X	X	X
2. Continue dissemination of Superintendent's Key Communicator Letter	Superintendent	X	X	X	X	X	X	X	X	X	X	X	X
3. Research the possibility of developing a system for parents to register for email alerts and webinars highlight pertinent to education information.	Superintendent Assistant Superintendents Business Manager Network Administrator	X	X	X	X	X	X	X	X	X	X	X	X
4. Continue to host a district Parent and Community Learning Day.	Superintendent Assistant Superintendent CIA Directors Campus Administrators Counselors Teachers	X	X	X						X			