

**Seguin Independent School District**  
**Lizzie M. Burges Alternative School**  
**2017-2018 Campus Improvement Plan**



# Mission Statement

Our mission: To provide every child an excellent education in a supportive environment so they achieve their highest potential and become leaders and contributors in the global community through rigorous and relevant learning in partnership with committed staff, parents, and community.

# Vision

Our vision is a culture of excellence within our schools and community.

# Value Statement

We believe Seguin ISD is at its best when:

- All students are successful
- All students are prepared for life after graduation
- All schools provide a caring and safe environment
- All students and staff feel valued
- Parents, staff, and community are committed to student success

# Table of Contents

Comprehensive Needs Assessment .....	4
Demographics .....	4
Student Achievement .....	5
School Culture and Climate .....	6
Staff Quality, Recruitment, and Retention .....	7
Curriculum, Instruction, and Assessment .....	8
Family and Community Involvement .....	9
Technology .....	10
Comprehensive Needs Assessment Data Documentation .....	11
Goals .....	12
Goal 1: STUDENT ACHIEVEMENT: Provide consistent and quality instruction for all students that is engaging, rigorous, relevant, motivating, and integrates technology to foster student success in college and/or careers. ....	12
Goal 2: A SAFE & NURTURING ENVIRONMENT: Create a safe, nurturing, positive, and secure learning environment for students and staff. ...	16
Goal 3: PARENT, FAMILY & COMMUNITY ENGAGEMENT: Promote the Seguin ISD Vision, Mission, and Goals while building strong family and community partnerships for our district and schools. ....	21
Goal 4: OPERATIONAL EFFECTIVENESS & EFFICIENCY: Ensure that the District makes fiscally sound decisions that support student achievement and maintain a strong financial position. ....	24
Goal 5: HUMAN RESOURCES: Build a highly effective workforce through strategic recruitment, professional development, mentoring and organizational support to retain effective teachers, principals and other instructional staff. ....	25
System Safeguard Strategies .....	27
Burges CPOC .....	28

# Comprehensive Needs Assessment

## Demographics

### Demographics Summary

Constantly changing demographics.

## **Student Achievement**

### **Student Achievement Summary**

Student achievement cannot be tracked due to the highly mobil population.

## **School Culture and Climate**

### **School Culture and Climate Summary**

Climate survey? We did not receive the results from our climate survey last year.

Attendance increase of 4.3% last year from previous year.

Suspensions decreased last year but are still still too high. Will decrease by at least 50% this year.

## **Staff Quality, Recruitment, and Retention**

### **Staff Quality, Recruitment, and Retention Summary**

Staff retention has been high. i will probably lose one teacher this year to retirement.

## **Curriculum, Instruction, and Assessment**

### **Curriculum, Instruction, and Assessment Summary**

We are trying to implement APEX in science and math for high school courses. As of October, we have been unable to get support in Science for implementation.

We also have issues every year getting lesson plans and materials from home campuses.

C&I staff are looking into this?



## **Family and Community Involvement**

### **Family and Community Involvement Summary**

We have a very strong alliance with TLU. The mentoring program is in it's fifth year. Two professors also have their students do research projects each Spring.

## **Technology**

### **Technology Summary**

Currentl, we have sufficient technology for our needs.

However, if we implement APEX for al high school cores next year, we will need more computers.

# Comprehensive Needs Assessment Data Documentation

The following data were used to verify the comprehensive needs assessment analysis:

# Goals







**Goal 1: STUDENT ACHIEVEMENT: Provide consistent and quality instruction for all students that is engaging, rigorous, relevant, motivating, and integrates technology to foster student success in college and/or careers.**

**Performance Objective 1: TEACHING AND LEARNING** - By focusing on curriculum alignment, instructional practices, and support for special programs and sub-populations, Seguin ISD will show an increase in the Student Achievement and the Closing the Gap domains.

**Evaluation Data Source(s) 1:** Curriculum Management Plan, Professional Development Plan, Lesson Plans, Local Assessments, Program Enrollment, Previous Year Index Data Tables, Special Program Evaluations, Literacy Reading Levels, Universal Screener data

## Summative Evaluation 1:

Strategy Description	Monitor	Strategy's Expected Result/Impact	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
<p><b>Critical Success Factors</b> CSF 1 CSF 2 CSF 4 CSF 7</p> <p>1) Teachers will receive on going training on Common instructional frameworks, using Lead4Ward materials, Planning protocol, PBIS, Five E, Fundamental Five, and RTI. Training will be conducted at start of school and carry over into the school year with periodic refreshers at faculty meetings and staff development days.</p>	Principal	Students will continue to get the proper instruction in sequence in order return to their home campus classrooms at the same instructional level and pace as their peers.				
<p><b>Critical Success Factors</b> CSF 1 CSF 4</p> <p>2) Burges will begin implementing the use of APEX at the high school level. We will begin with math and science this school year and expand to SS and ELA next year.</p>	Principal	Seamless instructional transition of students leaving Burges and returning to the high school.				
<p><b>System Safeguard Strategy</b> <b>Critical Success Factors</b> CSF 1 CSF 2 CSF 4 CSF 5</p> <p>3) Burges will ensure that all students are receiving their appropriate accommodations, and that all required meetings and information are distributed to all relevant staff members.</p>	Principal and special ed teacher	Compliance with state and federal laws.				

<p><b>Critical Success Factors</b> CSF 1 CSF 7</p> <p>4) Teachers will be monitored under the district walk though form their support of SPED students.</p>	Principal	Proper support of special ed. students.				
<p><b>System Safeguard Strategy</b></p> <p><b>Critical Success Factors</b> CSF 1 CSF 4</p> <p>5) Burges will accept all McKinney Vento students, support them, and make sure that they are connected to district support services.</p>	Principal	Compliance with McKinney Vento				
<p>  = Accomplished          = Continue/Modify          = Considerable          = Some Progress          = No Progress          = Discontinue       </p>						

**Goal 1: STUDENT ACHIEVEMENT:** Provide consistent and quality instruction for all students that is engaging, rigorous, relevant, motivating, and integrates technology to foster student success in college and/or careers.

**Performance Objective 2: POST-SECONDARY READINESS** - At the high school level, Seguin ISD will increase the opportunities for students to excel in indicators that reflect post-secondary readiness in the Student Achievement domain. At the middle and elementary schools, Seguin ISD will increase support for instruction at the Masters Grade Level.

**Evaluation Data Source(s) 2:** Cohort data, CTE program data, Early College High School program data, TSIA performance data, local and state assessment data, failure reports

**Summative Evaluation 2:**







Strategy Description	Monitor	Strategy's Expected Result/Impact	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
<b>Critical Success Factors</b> CSF 1 CSF 6 1) Continue, for the 5th year, the TLU mentoring program.	Principal	Increased student awareness of opportunities for higher education.				
<b>Critical Success Factors</b> CSF 1 CSF 6 2) Continue with field trips to TLU both semesters.	Principal	Increased student awareness of opportunities for higher education.				
<b>Critical Success Factors</b> CSF 1 CSF 5 CSF 6 3) Continue working with TLU professors on research projects based on Burges issues.	Principal	Continued community partnership with TLU.				

**Goal 1: STUDENT ACHIEVEMENT:** Provide consistent and quality instruction for all students that is engaging, rigorous, relevant, motivating, and integrates technology to foster student success in college and/or careers.

**Performance Objective 3: WHOLE CHILD SOCIAL-EMOTIONAL LEARNING** - Seguin ISD will maintain and expand upon learning opportunities that support and reinforce the health and well-being of all students by addressing lifetime fitness, school attendance, and extra-curricular activities and the emotional support of all student populations.

**Evaluation Data Source(s) 3:** Student attendance, participation in extra curricular events, participation in parent events

**Summative Evaluation 3:**


Strategy Description	Monitor	Strategy's Expected Result/Impact	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
<p><b>Critical Success Factors</b> CSF 1 CSF 4 CSF 5 CSF 6</p> <p>1) Implement RaaWee's Truancy and Dropout Prevention Program to actively provide truancy and attendance interventions at the campus level</p>	Principal and secretary	Better attendance and fewer tardies				
<p><b>Critical Success Factors</b> CSF 1 CSF 4 CSF 5 CSF 6</p> <p>2) Coordinate with agencies such as the JDC, Guadalupe County Juvenile Services, Teen Connections, Teddy Buerger Center, Alamo Workforce Center, Gary Job Corps, and Bluebonnet Trails to support truant students and those at-risk of dropping out of school.</p>	Principal	Decreased dropouts and truancy.				
<p><b>Critical Success Factors</b> CSF 1 CSF 4 CSF 5 CSF 6</p> <p>3) Burges will continue to call for all students who are absent or very late.</p> <p>We will work with parents, truancy and Juvenile detention to do whatever we can to get students to school.</p>	Principal and secretary	Increased attendance.				
<p>  = Accomplished              = Continue/Modify              = Considerable              = Some Progress              = No Progress              = Discontinue         </p>						

**Goal 2: A SAFE & NURTURING ENVIRONMENT: Create a safe, nurturing, positive, and secure learning environment for students and staff.**

**Performance Objective 1: SAFETY** - Burges will employ measures to maintain the safety and security of all students and staff members.

**Evaluation Data Source(s) 1:** District and Campus Emergency Operations Plans, Safety Audit, Raptor Reports, District Safety Meetings

**Summative Evaluation 1:**

Strategy Description	Monitor	Strategy's Expected Result/Impact	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Burges will train staff on the EOP .	Principal	No safety incidents				
2) Burges will conduct regular safety and security drills to include lock down, shelter in place, and fire drills monthly	Principal	Documentation of drills.				
3) Burges will train 100% of all staff and conduct regular A.L.I.C.E. drills and refreshers per implementation schedule. Burges will also have students go through the A.L.I.C.E. trainings as well.	Principal	Staff and students will know how to respond in emergency situations				
<b>Critical Success Factors</b> CSF 1 CSF 4 CSF 6	Principal	Reduced referrals. Reduced suspensions. Reduced time out of class.				
4) Burges has implemented Relational Practices.						
<b>Critical Success Factors</b> CSF 6	Principal	No bullying incidents				
5) Burges will follow the district guidelines in regards to reporting and investigating bully situations as provided in the bully prevention handbook						
						



**Goal 2: A SAFE & NURTURING ENVIRONMENT:** Create a safe, nurturing, positive, and secure learning environment for students and staff.

**Performance Objective 2: NURTURING AND POSITIVE CLIMATE:** All campuses will promote and enhance a positive school climate and culture where students and staff embrace responsibility, a respect for diversity, and a respect for the learning environment.

**Evaluation Data Source(s) 2:** PEIMS student discipline reports, Campus PBIS team documentation, staff attendance reports, climate surveys

**Summative Evaluation 2:**







Strategy Description	Monitor	Strategy's Expected Result/Impact	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Implementation of Relational Practices schoolwide	Principal	50% reduction in referrals 50% reduction in OSS				
<b>Critical Success Factors</b> CSF 1 CSF 4 CSF 6  2) Burges will continue a strong PBIS program that utilizes Burges bucks for incentives for behavior, work, and attendance.	PBIS team	Fewer discipline issues, better quality and quantity of work, and increased attendance.				
<b>Critical Success Factors</b> CSF 6  3) Burges will continue its many partnerships with TLU	Principal	Better instructional climate. Mentoring for Burges students.				

**Goal 2: A SAFE & NURTURING ENVIRONMENT:** Create a safe, nurturing, positive, and secure learning environment for students and staff.

**Performance Objective 3: SECURITY:** Continue to implement and utilize up-to-date security measures - cameras, visitor identification system (Raptor), controlled access, and safety protocols - at all campuses.

**Evaluation Data Source(s) 3:** Raptor Report, Safety Reports

**Summative Evaluation 3:**

Strategy Description	Monitor	Strategy's Expected Result/Impact	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
<p><b>Critical Success Factors</b> CSF 6</p> <p>1) Burges will continue to implement and utilize up-to-date security measures - cameras, visitor identification system (Raptor), controlled access, and safety protocols -</p>	Principal	A safe learning environment				
<p>  = Accomplished            = Continue/Modify            = Considerable            = Some Progress            = No Progress            = Discontinue         </p>						

**Goal 2: A SAFE & NURTURING ENVIRONMENT:** Create a safe, nurturing, positive, and secure learning environment for students and staff.

**Performance Objective 4: DRUG FREE SCHOOLS:** The district will decrease the incidents of student discipline regarding drug, alcohol, and tobacco by 10% for the 2016-17 school year from 101 to 91.

**Evaluation Data Source(s) 4:** Public Education Information Discipline reports

**Summative Evaluation 4:**

Strategy Description	Monitor	Strategy's Expected Result/Impact	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Burges staff will continue teaching students about the negative outcomes of illegal drug use.	Principal	More student awareness of the danger of illegal drugs.				
<p><b>Critical Success Factors</b> CSF 5</p> 2) Burges will continue to work with local agencies, especially Juvenile Probation, to monitor and decrease illegal drug use by students.	Principal	Call logs and sign-in sheets with JPOs.				

**Goal 2: A SAFE & NURTURING ENVIRONMENT:** Create a safe, nurturing, positive, and secure learning environment for students and staff.

**Performance Objective 5: EMERGENCY OPERATING PLAN:** All district departments and campus employees, and where applicable, students, will be trained on the emergency operations plan components.

**Evaluation Data Source(s) 5:** Campus EOP Committee meeting schedule, agendas and minutes, EOP readiness drills report

**Summative Evaluation 5:**







Strategy Description	Monitor	Strategy's Expected Result/Impact	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
<b>Critical Success Factors</b> CSF 6  1) Burges will train staff and students on EOPs and drills.	Principal	Staff and students will know how to react to different types of emergencies.				

**Goal 3: PARENT, FAMILY & COMMUNITY ENGAGEMENT: Promote the Seguin ISD Vision, Mission, and Goals while building strong family and community partnerships for our district and schools.**

**Performance Objective 1: PARENT INVOLVEMENT:** Offer programs and activities to involve parents and family members and seek meaningful consultation with parents.

**Evaluation Data Source(s) 1:** Parent Volunteer Records, parent activities sign-in sheets.

**Summative Evaluation 1:**

Strategy Description	Monitor	Strategy's Expected Result/Impact	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
<p><b>Critical Success Factors</b> CSF 1 CSF 5 CSF 6</p> <p>1) Burges will have report card pickup nights for families to come speak to teachers.</p>	Principal	Sign-in sheets				
<p>  = Accomplished              = Continue/Modify              = Considerable              = Some Progress              = No Progress              = Discontinue         </p>						

**Goal 3: PARENT, FAMILY & COMMUNITY ENGAGEMENT:** Promote the Seguin ISD Vision, Mission, and Goals while building strong family and community partnerships for our district and schools.

**Performance Objective 2: PUBLIC RELATIONS & COMMUNICATIONS:** Promote Seguin ISD while embracing diversity and celebrating successes of students, staff and District through distribution of newsworthy items and delivery of key messages. Communicate District information to the community through consistent and timely messages to include SISD website, social media, printed materials, media releases, and meetings with editors/reporters, and stakeholders.

**Evaluation Data Source(s) 2:**

**Summative Evaluation 2:**







Strategy Description	Monitor	Strategy's Expected Result/Impact	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
<b>Critical Success Factors</b> CSF 5 CSF 6  1) Burges will maintain a Twitter account to let the community know about campus events.	Principal, Clerical staff	Increased staff and student morale. A greater understanding by the community of what Burges is.				

**Goal 3: PARENT, FAMILY & COMMUNITY ENGAGEMENT:** Promote the Seguin ISD Vision, Mission, and Goals while building strong family and community partnerships for our district and schools.

**Performance Objective 3: PARTNERSHIPS:** Foster business and community partnerships through active participation in community-based opportunities and events.

**Evaluation Data Source(s) 3:**

**Summative Evaluation 3:**

Strategy Description	Monitor	Strategy's Expected Result/Impact	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
<p><b>Critical Success Factors</b> CSF 5 CSF 6</p> <p>1) Burges will continue its multiple community relationships with TLU.</p>	Principal	Mentoring for Burges students. Exposure to college coursework and students.				
<p>  = Accomplished            = Continue/Modify            = Considerable            = Some Progress            = No Progress            = Discontinue         </p>						

**Goal 4: OPERATIONAL EFFECTIVENESS & EFFICIENCY: Ensure that the District makes fiscally sound decisions that support student achievement and maintain a strong financial position.**

**Performance Objective 1: STEWARDSHIP:** Exhibit responsible stewardship of District funds by using innovative ways to meet the current and emerging needs of all students to include: Pursuing alternative funding sources such as competitive grants, efficient use of available resources, exploring cooperative opportunities, and providing optimal staffing, facilities, and technology to meet the needs of all students.

**Evaluation Data Source(s) 1:**

**Summative Evaluation 1:**

Strategy Description	Monitor	Strategy's Expected Result/Impact	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Burges will efficiently use funds to create and maintain an effective learning community.	Principal	Efficient and effective use of funds.				









**Goal 5: HUMAN RESOURCES: Build a highly effective workforce through strategic recruitment, professional development, mentoring and organizational support to retain effective teachers, principals and other instructional staff.**

**Performance Objective 1: RECRUIT,SUPPORT, RETAIN EFFECTIVE TEACHERS & ADMINISTRATORS:** The District will recruit, support and retain a diverse population of highly qualified, effective teachers, administrators, and support staff. The district will maintain a teacher turnover rate of less than 15%. Implement and evaluate on-going differentiated staff development to ensure teacher needs are being met, and provide a mentoring program for new teachers and administrators. In addition, the district will educate Seguin graduates interested in pursuing careers in the field of education regarding specific high demand certifications and career opportunities in the Seguin I.S.D.

**Evaluation Data Source(s) 1:** District Professional Development Plan Report, District Professional Learning Plan, Campus PLC evaluation, District/Campus Retention Report, Teacher Mentor Evaluation, TAPR

**Summative Evaluation 1:**

Strategy Description	Monitor	Strategy's Expected Result/Impact	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
<p><b>Critical Success Factors</b> CSF 1 CSF 5 CSF 6</p> <p>1) Burges will only hire HQ teachers and other staff of high quality.</p>	Principal and HR department	High quality staff.				
<p>  = Accomplished            = Continue/Modify            = Considerable            = Some Progress            = No Progress            = Discontinue         </p>						

**Goal 5: HUMAN RESOURCES:** Build a highly effective workforce through strategic recruitment, professional development, mentoring and organizational support to retain effective teachers, principals and other instructional staff.

**Performance Objective 2: APPRAISAL:** Evaluate teacher effectiveness in the classroom utilizing formative and summative data, including but not limited to, T-TESS/ATR, evaluations, walk-through information, student feedback, and value-added data. Staff development and support plans will be developed based on teacher performance as needed. Campus principals will conduct a minimum of 10 documented walk-throughs per week.

**Evaluation Data Source(s) 2:** Evaluations, Walk-through reports, Student assessments, TAPR

**Summative Evaluation 2:**

Strategy Description	Monitor	Strategy's Expected Result/Impact	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
<b>Critical Success Factors</b> CSF 1 CSF 6  1) All staff will be evaluated using the appropriate tools.	Principal	High standards of performance by all staff.				

## System Safeguard Strategies

Goal	Objective	Strategy	Description
1	1	3	Burges will ensure that all students are receiving their appropriate accommodations, and that all required meetings and information are distributed to all relevant staff members.
1	1	5	Burges will accept all McKinney Vento students, support them, and make sure that they are connected to district support services.

## Burges CPOC

<b>Committee Role</b>	<b>Name</b>	<b>Position</b>
Administrator	Wade Cherry	
Community Representative	Shelly Cameron	
District-level Professional	Kirsten Legore	