

## LEVELLAND ISD

### DISTRICT IMPROVEMENT PLAN 2011-2012

#### GOALS

Goal #1: Based on campus performance standards, 90% of LISD students will meet the identified grade level standard of growth for each campus appropriate content area for all students and AFIS/AYP/AFA accountability populations by June 1, 2013.

Goal #2: STAAR/TAKS Commended Performance percent will increase sufficiently to be a gold performance level by June 1, 2012.

Goal #3: 100% of Curriculum, Instruction and Assessment will be aligned to state requirements and monitored yearly to insure alignment with student needs.

Goal #4: District wide attendance will meet or exceed the state and federal accountability standards for current year for both AFIS and AFA.

Goal #5: LISD will prepare students to be technologically competent in order to be successful in today's society.

Goal #6: Levelland I.S.D. will effectively communicate with and provide ways for parents to assume a positive role in their children's education.

Goal #7: The graduation rate for students in LISD will reach the ninety (90) percentage rate by June 1, 2012.

Goal #8: LISD will establish college and career readiness activities on all campuses.

Goal #9: LISD will recruit and retain highly qualified staff and provide staff development that meets the mission of the district and the needs of the district.

Goal #10: LISD will maintain a safe and healthy environment for all constituents through expectations that students exhibit acceptable conduct in the classroom and during activities where they represent their school.

Date of Committee Approval: 10/27/2011

Date of Board Approval: 11/17/2011

Goal # 1: Based on campus performance standards, 90% of LISD students will meet the identified grade level standard of growth for each campus's appropriate content area for all students and AEIS/AYP accountability populations by June 1, 2013

New, Overall Improvement Initiative/Strategy and Sequential Activities	Specific Person Responsible	Priority Resource Allocations	Incremental Completion Timeline	Formative Evaluation	Summative Evaluation
Conduct a comprehensive needs assessment and an overall program evaluation to determine areas of strength and weaknesses and determine the size, scope, quality, and effectiveness of CTE programs.	Director of Instructional Services	CTE funds/District Funds	Prior to School Start Date	Disaggregated data	Annual evaluation report of all individual programs and the overall CTE programs
Conduct a comprehensive needs assessment which includes but is not limited to STAAR/TAKS, dropout rate, TELPAS, to identify areas to accelerate.	Director of Instructional Services	Local/Title I/Part A/SCE Funds	Prior to School Start Date	Data disaggregated for at-risk students	Results of comprehensive needs assessment
Conduct a comprehensive needs assessment of students with disabilities to determine areas of strengths and weaknesses.	Special Education Director	STAAR/TAKS, TELPAS, TPRI, IEP's, NWEA, etc.	Prior to School Start Date	Disaggregated data	IEP/Needs identified
Conduct a comprehensive needs assessment of all migrant students' strengths and weaknesses.	Director of Instructional Services	MEP funds/Title I funds	Prior to School Start Date	Migrant student data disaggregated	Areas of strengths and weaknesses identified
Conduct a comprehensive needs assessment of all ESL students to determine strengths and weaknesses. *	Director of Instructional Services	STAAR/TAKS/LPAC Records/ TELPAS	Prior to School Start Date	Disaggregated scores of students	Written annual evaluation of ESL program
Determine total amount of SCE (State Compensatory Education) funds and for campus/district to reduce the dropout rate and improve student performance for at-risk students.	Director of Instructional Services	SCE Funds/FTEs	Beginning of School Year	CIP/DIP	CIP/DIP
Provide effective, timely, additional assistance to students (including all at-risk populations of students) who experience difficulty and are not meeting the grade level standard of growth through frequent monitoring of student progress and placement in supplemental programs in the core subject areas; especially students furthest away from demonstrating proficiency. *	Director of Instructional Services	Title I, District Funds	Current School Year	Three week progress reports	Report cards

Goal # 1: Based on campus performance standards, 90% of LISD students will meet the identified grade level standard of growth for each campus's appropriate content area for all students and AEIS/AYP accountability populations by June 1, 2013

Ensure that homeless children and youth are not stigmatized or segregated on the basis of their status as homeless. *	Director of Instructional Services	Title I, District Funds	Current School Year	Enrollment records	Class schedules
Coordinate and integrate federal, state, and local services/programs with the school wide programs. *	Director of Instructional Services	Title I, Part A, ESL,CTE, Title I-Part C, Title II, Part A, G/T, District, Special Education	Current School Year	Agenda, minutes of meetings	List of programs by campus/district
Coordinate and secure funds to support Early/Accelerated Intervention programs K-12	Director of Curriculum	Grants/District Funds	Current School Year	Grant Applications	Fund Disbursements
Coordinate, integrate, and consolidate Title I, Part A services with other educational services such as Head Start, Even Start, Early Reading First, other preschool programs, LEP programs, special education programs, migratory children, neglected or delinquent youth, homeless children, immigrant children, CTE, G/T, At-Risk, and Dyslexia in order to increase program effectiveness, eliminate duplication, and reduce fragmentation of the instructional program. *	Director of Instructional Services	Title I, Part A, BE/ESL, Special Education, MEP, Title III, CTE, G/T, District funds	Beginning School Year	Lesson plans, schedules, agendas and minutes of planning meetings	List of programs by campus/district
Incorporate data from the PBMAS, RF Tracker and state performance plans into overall programs and services	Director of Special Education	SPECO Funds	Current School Year	PBMAS, RF Tracker	Results of assessments
Provide a program for early identification, intervention, and support for students at risk for dyslexia and/or other reading difficulties.	Director of Instructional Services	Local, Title I funds	Current School Year	District Procedures Manual	Students identified
Monitor student progress in Dyslexia Prgrams.	Director of Instructional Services	Local, Title I funds	Beginning, Middle and End School Year	Assessment Data	Percent of Students on Target
Compile a report that compares STAAR/TAKS data of students at risk of dropping out of school and all other district students	Director of Instructional Services	SCE/FTE/Eduphoria	Beginning School Year	Disaggregated data	Written report
Provide STAAR/TAKS remediation/tutorials for ESL students in conjunction with the regular programs.	Director of Instructional Services	District,/Federal funds	Current School Year	Sign-in sheets	STAAR/TAKS scores and ESL transition rates and evaluations
Promote the use of ESL techniques for LEP students in all subjects and levels. *	Director of Instructional Services	Region XVII ESC/Bilingual/ESL Contract/Title III Funds	Current School Year	Sign-in sheets	Lesson plans teacher observation

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Identify and provide all LEP Students an ESL program that develops proficiency in comprehension, speaking, reading, and composition of the English language. *	Director of Instructional Services	ESL funds/Title I/District funds/Title III funds, (ESL/ESC Contract)	Beginning School Year	Home language survey/List of ESL students	TELPAS scores/STAAR/TAKS scores
Review NWEA data to identify growth targets for students below expected RiT score at the beginning of the year testing	Director of Curriculum	Local Funds	Beginning School Year	Growth Reports from NWEA	Percent of Students Making Proficiency and Growth at EOY Testing
Use NWEA data to individualize interventions for struggling students	Director of Curriculum	Local Funds	Current School Year	Teacher Reports/Student Charts NWEA	Enrollment and Target of Intervention Reports
Analyze NWEA data to determine overall growth at the classroom level	Director of Curriculum	Local Funds	Current School Year	NWEA End of Year Repors	Percent of Students Making Proficiency and Growth at EOY Testing
Evaluate progress toward success with STAAR readiness standards each six weeks	Campus Principals	Local Funds	Current School Year	Common Assessments for each Tested	Percent of Students Meeting STAAR Performance Levels
Provide STAAR-ALT and STAAR-M decision-making training for teachers and staff.	Director of Special Education, SPECO Supervisors	SSA funds, IDEA-B funds	Current School Year	TEA STAAR Materials	Alternate STAAR/TAKS scores

Goal #2: STAAR/TAKS Commended Performance percent will increase sufficiently to be a gold performance level by June 1, 2012.

<b>New, Overall Improvement Initiative/Strategy and Sequential Activities</b>	<b>Specific Person Responsible</b>	<b>Priority Resource Allocations</b>	<b>Incremental Completion Timeline</b>	<b>Formative Evaluation</b>	<b>Summative Evaluation</b>
Provide incentives and awards for outstanding academic achievement and improvement.	Director of Instructional Services	District/Campus funds	Current School Year	List of Recipients	TAKS scores and other academic measurements
Encourage students in coherent sequence and tech-prep programs to graduate on recommended/distinguished Diploma Plans. *	Director of Instructional Services	District funds/HS Allotment	Current School Year	Graduation Plans	List of Graduates
Provide an advanced and challenging curriculum to all G/T students based on TEA guidelines. *	Director of Curriculum	District funds	Current School Year	Lesson plans/Alignment to State Performance Standards	Student projects/student scores TAKS/SAT/ACT
Review previous year's results and set grade/subject goals for increasing commended results.	Director of Curriculum	District funds	Current School Year	Sign in Sheets	Commended Results
Implement a standards-based rigorous curriculum with a strong vertical alignment.	Director of Curriculum	District funds/HS Allotment	Current School Year	Sign in Sheets	Commended Results
Provide opportunities outside the general curriculum for students experience a well rounded, rigorous exposure to education. (DI, GEAR etc.)	Director of Curriculum	District funds	Current School Year	Roster of Participants	Summative Evaluation
Provide assessments designed to measure high level of achievement such as NWEA, ACT, PLAN, SAT etc.	Director of Curriculum	District funds	Current School Year	List of Testers	Results of Assessment
Focus on best practices for classroom instruction such as: Marzano's 9 and Blooms Taxonomy.	Director of Curriculum	District funds	Current School Year	Lesson Plans/Classroom Observations	Results of Assessment

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Explore the use of digital staff development specific to serving exceptional students	Director of Curriculum/Director of Instructional Services	Grant funds	Current School Year	Roster of Participants	Summative Evaluation
Evaluate students during the school year to determine progress toward commended level performance	Director of Curriculum	District funds	Current School Year	Common Assessments posted on Eduphoria	Percent of students at the 90% performance level on Common Assessments

Goal #3: 100% of Curriculum, Instruction and Assessment will be aligned to state requirements and monitored yearly to insure alignment with student needs.

<b>New, Overall Improvement Initiative/Strategy and Sequential Activities</b>	<b>Specific Person Responsible</b>	<b>Priority Resource Allocations</b>	<b>Incremental Completion Timeline</b>	<b>Formative Evaluation</b>	<b>Summative Evaluation</b>
Support and sustain guaranteed and viable TEKS based curriculum with Cscope Curriculum for all campuses	Director of Curriculum	District Funds/HS Allotment	Current School Year	Logins for Staff	Campus Usage
Ensure a guaranteed and viable curriculum which covers the TEKS and contains tools for comprehensive assessments and data-based decision making at each grade level.	Campus Principals	ESC XVII, District/Federal funds	Current School Year	Data Analysis Reports	Vertical planning documents and curriculum documents
Ensure school wide reform strategies that address areas of weaknesses as identified during TAKS analysis *	Director of Instructional Services	Federal Funds	Beginning School Year	Daily class schedules	Increased student scores on TAKS
Develop Accelerated Instruction Plans for students not passing any subject previously tested with TAKS or other assessments used to determine a student did not reach proficiency with the previous content.*	Campus Principals	SSIG Funds/IDEA Funds	Beginning School Year	TIER Intervention lists	TAKS/Assessment Results
Provide scientifically researched programs for all students identified as in need of Accelerated Instruction.	Campus Principals	SSIG Funds/IDEA Funds	Current School Year	List of Programs	Usage reports
Utilize and evaluate new processes for writing portfolios to analyze student writing abilities K-11.	Director of Curriculum	District Funds	Current School Year	Portfolio Structure	Campus Reports
Construct and maintain student writing portfolios	Campus Principals	District Funds	Current School Year	Portfolio Rubric	Grade Rubric Results/TAKS Results
Incorporate total language experiences and vocabulary enrichment programs into the curriculum.	Director of Instructional Services	Campus Funds, Head Start	Current School Year	Lesson plans	Developmental Skill Assessments
Update written policies that include provisions regarding furloughs, reassessment, exiting of students from program services, transfer student, appeals of district decisions regarding program placement. for g/t students.	Director of Curriculum	District/Campus funds	Beginning School Year	Agendas, minutes, sign-in sheets	Written policies and handouts
Continue an annual student nomination process with particular focus on LEP, economically disadvantaged, special education, migrant, and minority student nominations and/or placements for g/t students.	Director of Curriculum	District funds	Current School Year	Training of staff on G/T characteristics	Lists and records of student nominations
Ensure equity of opportunity for all students for identification selection, and placement of students that includes the use of native language and non-verbal assessment for g/t students.	Director of Curriculum	District, G/T funds, ESC	Current School Year	List of students to be tested	List of tests for students with language other than English/non-verbal test

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Ensure a minimum of three appropriate criteria that include both qualitative and quantitative measures in the areas of general intellectual ability and/or specific academic fields in grades 1-12 for g/t students.	Director of Curriculum	District, G/T funds	Current School Year	Planning meetings scheduled	Three criteria in place
Revise and update G/T curriculum framework showing depth and complexity including the four core academic areas. *	Director of Curriculum	District funds	Spring '10	Notes, minutes from meetings	G/T curriculum revisions
Provide community service opportunities for Gifted and Talented students. *	Campus Principals	District funds	Current School Year	Lesson plans	Project lists and attendance rosters
Conduct an annual evaluation, including surveys of families, students, program staff, and other district staff regarding the g/t program.	Director of Curriculum	District/Campus budget	End School Year	Survey	Summary report of survey
Provide career and technical education programs to all eligible students and encourage increased adherence to the Achieve Texas Guidelines. *	Director of Instructional Services	CTE funds, Perkins Funds	Current School Year	Student choice cards	Courses scheduled
Provide for the integration of CTE and academic programs. *	Campus Principals	HS Allotment	Current School Year	Plan for integration	Documentation of integration activities
Collaborate programs serving special populations to better meet needs of students in CTE programs. *	Director of Instructional Services	Local Funds	Current School Year	Description of planned collaboration	Documentation of collaboration activities
Develop and monitor systems designed to increase access to the general education curriculum for all special education students	Director of Special Education	IDEA-B funds, District funds	Current School Year	ARD/IEP	Student schedules
Ensure that all students with disabilities have access to the general curriculum.	Director of Special Education	IDEA-B funds, District funds	Current School Year	ARD/IEP	Student schedules
Provide intervention/scientific based software for special education students to support TEKS instruction.	Director of Special Education	SSA funds, IDEA-B funds,	Beginning School Year	TAKS data	Progress reports
Provide grade-level instruction to students identified as needing special education.	Campus Principals	SSA funds, IDEA-B funds	Current School Year	Previous TAKS data	09 TAKS data
Provide supplementary aids and services to special education students.	Campus Principals	SSA funds, IDEA-B funds, ESC XVII	Current School Year	ARD minutes, IEPs	IEP evaluations
Provide Extended Year Services for qualified students	Director of Special Education	SSA funds, IDEA/B funds	Aug '09 - June '10	Class Roster	TAKS/NWEA

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Annually conduct a "Child Find" program to identify students in need of special services.	Director of Special Education	SPECO	Current School Year	Publicity materials	Identification of students needing services
Provide a Clinical Lab program for students who need additional help beyond the regular education dyslexia program.	Director of Instructional Services	IDEA - B funds	End School Year	Campus roster	Academic measurements
Annually align State Board of Education (SBOE) approved Dyslexia procedures and district/campus procedures.	Director of Instructional Services	District funds	Beginning School Year	Draft of written procedures	Written procedures adopted
Identify students with dyslexia or a related disorder and provide appropriate instructional services.	Director of Instructional Services	District funds	Current School Year	Staff training	List of students eligible for services
Provide services for students who may be eligible under Section 504.	Director of Instructional Services	District, Title I, Part A funds	Current School Year	List of student identified	List of students served
Provide a reading specialist at each elementary, Intermediate and MS campus.	Director of Administrative Services	Title I funds/Local funds, IDEA-B EIS Funds	Current School Year	Staff roster	TAKS results
Use Title I funds to serve educationally deprived homeless children regardless of their residence.	Director of Instructional Services	Title I funds	Current School Year	List of eligible children	AEIS reports
Designate a homeless liaison for the district to ensure that their needs are being met.	Director of Instructional Services	Title I funds	Beginning School Year	Name of liaison	Identified homeless students
Serve pregnant students and parents through parenting programs	Director of Instructional Services	SCE Funds	Current School Year	Program outline and students placed in programs	High school completion rates
Serve (LEP) Limited English Proficiency students through an accelerated program to acquire proficiency in the English language including the purchase of supplemental supplies/materials /capitol outlay	Campus Principals	ESL funds/SCE Funds/Title III	Current School Year	Progress reports/LPAC Meetings	TELPAS/TAKS

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Provide accelerated, intensive program for At-Risk students failing the TAKS through tutoring, computer-assisted instruction, extended day, year, specialized reading/math classes, etc.	Campus Principals	SCE Funds	Current School Year	Progress reports/Report card grades/Benchmark tests	TAKS/Completion rate
Compile a report that compares high school completion between students at risk of dropping out of school and all other district students	Director of Instructional Services	SCE Funds/Eduphoria	End School Year	Data collected	Written report
Periodically assess the progress and programs for students identified at-risk	Director of Instructional Services	District/SCE Funds/FTE	End School Year	Schedule for progress checks	Utilize a variety of information such as drop-outs, AEIS and TAKS results, TPRI, NWEA, and DIBELS results to ascertain the effectiveness of services
Provide an average student-teacher ratio of less than 1:22	Director of Administrative Services	SCE Funds/Jobs Fund	Beginning School Year	Class Lists	AEIS Reports/Report Cards
Provide a teaming approach for the Levelland Academic Beginnings Center.	Director of Curriculum	SCE Funds	Beginning School Year	Report Cards/Progress Report	AEIS Reports
Ensure usage of scientifically-based, motivational and creative teaching strategies with at-risk students	Director of Instructional Services	Federal Funds, IDEA-B EIS Funds	Current School Year	List of strategies	TAKS and attendance increases, decreased retention
Provide an Academic Education Program (AEP) that allows credit recovery during the regular school and summer school.	Director of Instructional Services	SCE Funds	Current School Year	Class Roster	Increased ADA number of recovered credits
Provide pregnancy education, and parenting services to students in need of such service.	Director of Instructional Services	District funds/SCE Funds	Current School Year	List of students	Drop-out rates, TAKS scores and other academic measurements, AEIS, PEIMS data

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Provide the following pregnancy related services to students in need of such services. a. Counseling b. school and other health services c. child care d. service coordination	Director of Instructional Services	District funds	Current School Year	PRS documentation	Drop-out rates, TAKS scores and other academic measurements, AEIS, PEIMS data
Provide homebound services to pregnant students unable to attend school due to medical problems.	Director of Instructional Services	District funds, IDEA-B funds	Current School Year	PRS documentation	Drop-out rates, TAKS scores and other academic measurements, AEIS, PEIMS data
Ensure that LEP students are not overly represented in special education or underrepresented in G/T education. *	Director of Instructional Services, Director of Special Education	District funds	Current School Year	List of identified/recommended students in either program	PBMAS
Identify and recruit eligible migrant children ages 3-21 through home visits, visibility in community, churches, grocery store, etc.	Director of Instructional Services	MEP funds/District funds	Current School Year	Logs/Schedules	Certificate of eligibility (COE)
Remain current on New Generation System (NGS) and Texas Migrant Student Transfer Packet System (TMSTPS) ages 3-21 and attend training.	Director of Instructional Services	MEP funds,	Current School Year	Report dates/training scheduled	Daily, weekly schedule
Provide Migrant Service Coordination (MSC) ages 3-21 to coordinate school programs and provide services for migrant families.	Director of Instructional Services	MEP funds	Current School Year	Daily schedule	Records of services provided
Provide either a home-based or school-based early childhood education program for ages 3-Grade 2.	Director of Instructional Services	MEP funds	Current School Year	Checklists, progress reports, report cards, TPRI	Annual evaluation
Provide services that are migrant specific (i.e. Saturday classes, project SMART, field trips, computer-assisted instruction, support services, etc.) based on migrant student performance data.	Director of Instructional Services	MEP funds/Title I funds	Current School Year	List of students who have greatest need (Priority of services students)	TAKS/TELPAS/TPRI and checklist scores

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Provide a list of the migrant students who have needs of the highest priority and the services such as Saturday classes for them.	Director of Instructional Services	MEP funds	Mid School Year	MSC schedule	List of students
Migrant PFS Action Plan: a) Provide on a monthly basis each campus principal and staff the Priority For Services criterion and NGS Priority for Services Reports ---Give parents the Criteria for Priority for Services b) As needed the migrant staff will make home and/or community visits to update parents on the academic progress of their children c) The migrant coordinator will use Priority for Services reports to give priority to those students in summer school and Sat. classes. The coordinator will maintain a class roster and a list of social workers and community agencies to be accessed. d) A plan for Priority for Service students will be developed to meet the cognitive, affective, and literacy needs of the students.	Director of Instructional Services	Migrant Funds/ Federal/local/state funds/Selected grants	Mid School Year	List of Students/visitors	Roster of Parent/Students. NGS Reports/TAKS Results
Explore the use of digital/online staff development to support instructional strategies suggested in the district curriculum	Director of Curriculum/Director of Instructional	Grant funds	Current School Year	Roster of Participants	Summative Evaluation
Evaluate Cscope Level of Implementation using the Leadership Rubric	Director of Curriculum	District Funds	Current School Year	BOY/EOY Average Rubric Results	Documentation/Report of Needs Identified
Address implementation needs as identified with Leadership Rubric	Director of Curriculum	District Funds	Current School Year	BOY/EOY Average Rubric Results	Yearly Increase of Identified Areas
Explore the availability of virtual field trips through ESC	Director of Curriculum	District Funds	Current School Year	Roster of Participants	List of Field Trips
Utilize Echalk as a communication resource for secondary students	Technology Director	District Funds, E-rate Program	Current School Year	Documentation of Uses	List of Participants

Goal #4: District wide attendance will meet or exceed the state and federal accountability standards for current year for both AEIS and AEA.

<b>New, Overall Improvement Initiative/Strategy and Sequential Activities</b>	<b>Specific Person Responsible</b>	<b>Priority Resource Allocations</b>	<b>Incremental Completion Timeline</b>	<b>Formative Evaluation</b>	<b>Summative Evaluation</b>
Provide parent liaisons for all campuses.	Director of Instructional Services	Title I funds	Current School Year	Log of parent contacts	Principal assessments, AEIS and ADA
Provide campus attendance committees to meet regularly to address attendance concerns.	Campus Principals	Campus funds	Current School Year	Minutes of meetings	AEIS and ADA
Monitor attendance during TAKS Testing.	District Testing Coordinator	Local Funds	Current School Year	Attendance Worksheets by Campus	Attendance Reports/PBMAS
Use district liaisons for at-risk students to monitor attendance and encourage students to stay in school.	Campus Principals	Title I	Current School Year	Roster of contacts	Completion rates
Explore the possibility of awarding scholarships to students for perfect attendance	Director of Instructional Services	Local Foundation/Local Funds	Current School Year	List of Foundations	List of Recipients

Goal #5: LISD will prepare students to be technologically competent in order to be successful in today's society.

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Use technology to support students with special needs.	Director of Special Education	District/IDEA-B funds ESC XVII, ARRA Funds	Current School Year	ARD minutes	IEP evaluations
Maintain and enforce guidelines and standards for the integration of technology throughout the operation of the district and have Internet capabilities for all campuses. (See attached appendix for Tech. Plan)	Director of Technology	District funds	Current School Year	Student assessments	100% of students will have access to connectivity and a technologically integrated curriculum
Provide staff development opportunities for staff members to integrate technology in their classrooms.	Director of Technology	District funds	Beginning School Year	List of workshops	Sign-in sheets
Provide approved self-directed staff development in technology.	Director of Technology	District funds	Beginning School Year	Teacher surveys	Teacher log and evaluation report
Develop a process for the integration of technology application in PK-8.	Director of Technology	District Funds	Current School Year	Principal observations	Star Chart
Implement and vertically align the technology curriculum PK-12.	Director of Technology	District funds	Current School Year	Minutes of meetings	Curriculum hard copy
Provide a curriculum management software system	Director of Technology	District Funds	Current School Year	Invoice	Access to resources
Accelerate the implementation of the technology plan for all campuses	Director of Technology	District Funds	Current School Year	Campus Technology Plans	STAR Charts
Provide a computer lab at the Children's Hope Residential Facility	Director of Special Education	IDEA-B Funds	Current School Year	Reading & Math assessments	Program progress reports
Implement a system for evaluating the teacher's use of technology.	Director of Technology	District funds	Current School Year	List of technology skills/competencies	Improved star chart results and PDAS evaluations

Goal #6: Levelland I.S.D. will effectively communicate with and provide ways for parents to assume a positive role in their children's education.

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Review parent involvement policy that is developed jointly, agreed upon, and distributed to parents. *	Director of Instructional Services	Title I, District Funds	Beginning School Year	Meetings notifications, agendas, minutes, sign-in sheets, evaluation data of parent involvement	Sign-in sheets/Agendas
Annually revise the School-Parent Compact and provide it in English and Spanish. *	Director of Administrative Services	District funds	Beginning School Year	Agenda, minutes, draft of compact	Written compact
Provide parent involvement activities that are planned by parents in order to increase parent involvement. *	Campus Principals	Title I funds, District Funds	Current School Year	Parent involvement activities scheduled on school calendar	Sign-in sheets at activities to determine increase/decrease
Evaluate parent involvement program and include parents in the process. *	Director of Instructional Services	Title I funds	End School Year	Results of evaluation	Adjustments made to program
Conduct an annual Title I meeting with parents in order to inform parents of their school's participation in Title I, Part A and to explain the requirements and rights of parents to be involved. *	Director of Instructional Services	District funds	Beginning School Year	Meeting Scheduled	Sign-in sheets/Agendas
Provide staff development to teachers, administrators, other staff members and parents in order to collaborate and plan program goals and objectives for staff development that will build ties between parents and school. *	Director of Instructional Services, Director of Special Education	District funds and Federal funds	Current School Year	Agenda, Minutes, handouts from planning meetings	Staff development calendar
Provide information/communications in a format and language that parents can understand. *	Campus Principals, Director of Special Education	Title I, Part A, MEP, District funds	Current School Year	List of interpreters/translators	Copies of information/communications

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Provide parents information on the level of their child's achievement on TAKS and TELPAS. *	Director of Instructional Services	Title I, Part A	Current School Year	List of students and parents	Copy of notice sent to parents
Provide district-wide G/T orientation for parents. *	Director of Curriculum	District/campus funds community volunteers	Beginning School Year	Parent communication	Parent sign-in sheets
Encourage parental involvement and provide opportunities for parents to participate in school-sponsored activities (i.e. annual meeting, UIL activities, etc.)	Director of Curriculum	District funds	Current School Year	Parent involvement calendar	Sign-in sheets, surveys
Provide opportunities for parents of CTE students to participate in school-sponsored activities.	Director of Instructional Services	Perkins funds, District funds, Title I funds, MEP funds	Current School Year	School calendar of parent involvement activities	Parent sign-in sheets
Encourage parental involvement and provide opportunities for parent of students with disabilities to participate in school-sponsored activities.	Director of Special Education	District, Special Education, Title I, Part A funds	Current School Year	Parent involvement activity calendar	Sign-in sheets
Provide opportunities for parents of dyslexic students to participate in school-sponsored activities.	Director of Instructional Services	District/Title I, Part A funds	Current School Year	School calendar of parent involvement activities	Parent sign-in sheets
Provide written notice to Levelland Independent School District (LISD) constituents of the availability of Dyslexia Program Services.	Director of Instructional Services	District funds	Beginning School Year	Copy of notice	504 meetings
Provide opportunities for parents of ESL students to participate in school-sponsored activities. *	Campus Principals	District funds/MEP funds/Title I funds,	Current School Year	School calendar of parent involvement activities	Parent sign-in sheets
Provide literacy materials for migrant families.	Director of Instructional Services	Colleges and Universities/SPC Financial Aid Office	Current School Year	List of materials	The number of parents involved in program
Recognize ESL/Migrant students and their parents for exemplary school performance and conduct.	Director of Instructional Services	MEP funds	Current School Year	List of students and parents	Academic results

Goal #6: Levelland I.S.D. will effectively communicate with and provide ways for parents to assume a positive role in their children's education.

<b>New, Overall Improvement Initiative/Strategy and Sequential Activities</b>	<b>Specific Person Responsible</b>	<b>Priority Resource Allocations</b>	<b>Incremental Completion Timeline</b>	<b>Formative Evaluation</b>	<b>Summative Evaluation</b>
Provide convenient sessions for working parents to make them aware of financial aid and college resources	Campus Principals	LMS Readiness Grant	Mid School Year	Agenda for Meeting	Increase in the number of students receiving financial aid
Continue to use Skyalert as a means of communicating with parents	Technology Director	District Funds	Current School Year	List of announcements	List of announcements
Utilize the Points to Pass program on a district-wide basis	Assistant Superintendent	District Funds	Current School Year	Discipline Referrals	425 Records/Discipline Referrals

Goal #7: The graduation rate for students in LISD will reach the ninety (90) percentage rate by June 1, 2012.

<b>New, Overall Improvement Initiative/Strategy and Sequential Activities</b>	<b>Specific Person Responsible</b>	<b>Priority Resource Allocations</b>	<b>Incremental Completion Timeline</b>	<b>Formative Evaluation</b>	<b>Summative Evaluation</b>
Provide District Liaisons for all campuses	Director of Instructional Services	Title I	Current School Year	Employment status	Campus usage
Use district liaisons for at-risk students to monitor attendance and encourage students to stay in school.	Campus Principals	Title I	Current School Year	Roster of contacts	Completion rates
Provide campuses with at-risk identification criteria	Director of Instructional Services	Local Funds	Beginning School Year	Document	List of at-risk students identified
Identify students at risk of dropping out of school using state criteria.	Campus Principals	Local Funds	End of 1st six weeks and throughout the school year as needed.	At-risk criteria distributed	List of at-risk students identified
Provide alternate means of satisfying graduation requirements for students previously losing credit for graduation.	Director of Curriculum	HS Allotment	Current School Year	Program Description	Increased graduation rate
All HS students will be required to graduate under the recommended or distinguished plan unless extenuating circumstances apply.	Director of Curriculum	HS Allotment/District Funds	Current School Year	Graduation Plans	Percent of students graduation on DAP/RHSP
Maintain Personal Graduation Plans (PGP) on all 9-12 students who do not meet TAKS standards.	Campus Principals	District funds	Current School Year	Eligible students	PGP
Determine which students are not on track to graduate and conference with the student and their parents.	Campus Principals	District funds	Current School Year	List of identified students	Records of parent conferences
Provide graduation enhancement activities for migrant students. *	Director of Instructional Services	MEP funds	Beginning School Year	Minutes of planning meetings	Description of activities
Encourage more students to enroll in nontraditional career and technology classes. *	Director of Instructional Services	District funds	Mid School Year	List of class rosters	PEIMS reports
Provide intervention activities in summer school for students who failed one or more parts of the EOC	Director of Instructional Services	Title I/VI District Funds	Summer School	List of Participants	EOC Results

Goal #8: LISD will establish college and career readiness activities on all campuses.

<b>New, Overall Improvement Initiative/Strategy and Sequential Activities</b>	<b>Specific Person Responsible</b>	<b>Priority Resource Allocations</b>	<b>Incremental Completion Timeline</b>	<b>Formative Evaluation</b>	<b>Summative Evaluation</b>
Implement Career Programs of Study for all CTE students *	Director of Instructional Services	CTE funds, Perkins Funds	Current School Year	Student choice cards	Graduation Plans/Transcripts
Encourage students to pursue a coherent sequence of courses. *	Campus Principals	Perkins, CTE funds/HS Allotment	Current School Year	Student choice cards	Courses scheduled
Ensure CTE students have a four year plan showing the coherent sequence they are pursuing. *	Campus Principals	CTE funds/HS Allotment	Current School Year	Mid-year check of student plans	Strategies developed
Implement and provide three or more career pathways for all students *	Campus Principals	CTE Funds/HS Allotment	Current School Year	List of career pathways	List of students in career pathways
Strive to provide CTE programs that lead students to receiving professional-level license and/or certification. *	Campus Principals	CTE funds, Perkins funds, Technology funds, HS Allotment	End School Year	Research presentation of possible course offerings	Courses offered for licensing and certification
Continue to provide Career Awareness programs in grades PK to 12. *	Director of Instructional Services	CTE funds, Perkins funds, District funds	Current School Year	Schedule of programs	List of participating students
Provide transition activities for middle school to high school to work or to post secondary education. *	Director of Instructional Services	HS Allotment/District funds	Beginning School Year	Lesson plans	List of senior students participating
Contract with a retired CTE teacher to implement Carl Perkins grant and Achieve Texas Program	Director of Instructional Services	HS Allotment	Current School Year	Checklist of activities	Compliance reports
Offer Texas Tech University High School Programs.	Superintendent	District funds	Current School Year	Subjects offered	Number of students completing
Ensure graduation enhancement for grades 7-12 by compiling data, monitoring progress, and providing educational opportunities to meet student needs.	Director of Instructional Services	MEP funds	Current School Year	NGS records	Graduation rate of migrant students
Provide secondary credit exchange and accrual for grades 9-12 that cross references NGS educational data with official transcript to verify course credit for appropriate placement.	Director of Instructional Services	MEP funds/District funds	Current School Year	MGS records, transcripts	Credit attained
Encourage students to take a college entrance exam and provide test taking skills and techniques for SAT/ACT.	Director of Instructional Services	PAC Funds/LMS Readiness Grant	Mid School Year	List of college examinees	Improved enrollment at college

Goal #8: LISD will establish college and career readiness activities on all campuses.

<b>New, Overall Improvement Initiative/Strategy and Sequential Activities</b>	<b>Specific Person Responsible</b>	<b>Priority Resource Allocations</b>	<b>Incremental Completion Timeline</b>	<b>Formative Evaluation</b>	<b>Summative Evaluation</b>
Provide awareness of college admission exams beginning in the 6th grade.	Director of Instructional Services	College board materials, admissions office at South Plains College/ LMS Readiness Grant	Beginning School Year	Description of strategies	Increase in number of students taking the college admission exams
Provide information on college admission pre-tests to 8th and 9th grade students.	Campus Principals	College board/LMS Readiness Grant	Beginning School Year	Schedule of meetings	Copies of information
Encourage and solicit 10th grade students to take the PSAT exam and provide preparation class to 9th grade.	Campus Principals	College board	Beginning School Year	Counselor documentation	List of students
Encourage and solicit 11th grade students to take the PSAT or SAT.	Campus Principals	College board	Beginning School Year	Counselor documentation	List of students
Inform and encourage students starting at Grade 5 to participate in a challenging high school curriculum.	Director of Curriculum	TEA, District funds	Current School Year	Identified strategies	Percent graduation on DAP/RHSP
Provide an emphasis on financial aid information including the "Toward Excellence, Access, and Success (Texas) Grant Program" and "Teach for Texas Grant Program" for parents of students in grades 5 - 12.	Campus Principals	LMS Readiness Grant/Colleges and Universities/SPC Financial Aid Office/TEA/	Mid School Year	Counselor documentation	Increase in the number of students receiving financial aid in all forms
Provide online information regarding college catalogs to all students in grades 5-12. Grades 9-12 upon request.	Campus Principals	Colleges and Universities/SPC Financial Aid Office	Mid School Year	List of catalogs provided	Increase in the number of students receiving financial aid in all forms
Provide counseling resources to assist students who are LEP, hearing impaired, or Other Health Impaired (OHI). *	Director of Instructional Services, SPECO Counselors	District funds	Mid School Year	Counselor logs	List of students needing these resources
Contract with SureScore to provide College Readiness activities	Director of Instructional Services	LMS College Readiness Grant	Current School Year	Schedule of Activities	End of Project Evaluation
Ensure the annual public notification of nondiscrimination is published prior to the beginning of school	Director of Instructional Services	District funds	Beginning School Year	TEA Web Site	Local Newspaper

Goal #8: LISD will establish college and career readiness activities on all campuses.

<b>New, Overall Improvement Initiative/Strategy and Sequential Activities</b>	<b>Specific Person Responsible</b>	<b>Priority Resource Allocations</b>	<b>Incremental Completion Timeline</b>	<b>Formative Evaluation</b>	<b>Summative Evaluation</b>
Ensure the appropriate statement of nondiscrimination is printed on all materials distributed to students, parents, and employees	Assistant Superintendent	District funds	Current School Year	Handbooks	All Printed Materials
Evaluate progress toward standard for College and Career Readiness measured by NWEA	Director of Curriculum	District funds	Current School Year	RiT score levels BOY/EOY NWEA	Progress Toward Standard
Inform parents of 8th grade students about financial aide information available for college attendance	Director of Curriculum	District funds	Spring-Current School Year	List of Materials Distributed	Number of Students Applying for Financial Aide
Provide a comprehensive transition program for students with disabilities.	Director of Special Education	SSA funds, IDEA-B funds	Current School Year	Transition Materials for Parents	Increase in the number of students with disabilities transitioning into post secondary jobs or training programs

Goal #9: LISD will recruit and retain highly qualified staff and provide staff development that meets the mission of the district and the needs of the district.

<b>New, Overall Improvement Initiative/Strategy and Sequential Activities</b>	<b>Specific Person Responsible</b>	<b>Priority Resource Allocations</b>	<b>Incremental Completion Timeline</b>	<b>Formative Evaluation</b>	<b>Summative Evaluation</b>
RECRUITMENT AND RETENTION PLAN-Satisfy the NCLB Highly Qualified(HQ) NEW *requirements through the following activities: 1. Hire only HQ teachers 2. Ensure that all subject are taught by HQ staff 3. Campuses with high poverty numbers will be taught by HQ staff 4. 100% of teachers will receive high quality professional development 5. Ensure that teachers are equitably distributed 6. Assist teachers financially who are not HQ 7. Work with campuses to develop and implement HQ strategies/activities 8. Ensure that low-income and minority students are not taught at higher rates than other students by unqualified, out of field, or inexperienced teachers 9. Attend job fairs, recruit from teacher certification programs, advertise to ensure that teachers are attracted to high needs schools.	Director of Administrative Services	Federal/District Funds	Current School Year	List of all teachers providing instruction	Teacher certificates/Highly Qualified Report
Provide research based staff development for professional staff development for professional staff and paraprofessionals based on identified needs and input from all staff members	Director of Curriculum	Federal/District Funds	Current School Year	List of all teachers providing instruction	Teacher certificates
Ensure instruction of all students by highly qualified staff with appropriate credentials/certifications	Director of Administrative Services	Title I funds, District Funds/Job Fund	Current School Year	Staff development calendars	Attendance certificates
Attend job fairs, recruit from teacher certification programs, advertise to ensure avenues for attracting highly qualified teachers to high needs schools. *	Director of Administrative Services	District funds	Mid School year	Course vacancy list	Percent of Highly Qualified Staff
Ensure retention efforts of highly qualified staff are implemented. *	Superintendent	District funds	Current School Year	Teacher evaluation	Interviews
Provide timely notice to parents if their child has been assigned to, or has been taught for four or more consecutive weeks by a teacher who is not highly qualified.	Director of Instructional Services	Title I, Part A	Beginning School Year	List of teachers not certified	Copy of notice sent to parents

Goal #9: LISD will recruit and retain highly qualified staff and provide staff development that meets the mission of the district and the needs of the district.

<b>New, Overall Improvement Initiative/Strategy and Sequential Activities</b>	<b>Specific Person Responsible</b>	<b>Priority Resource Allocations</b>	<b>Incremental Completion Timeline</b>	<b>Formative Evaluation</b>	<b>Summative Evaluation</b>
Continue to provide opportunities through the ESC for all professional staff to obtain 30 hours of G/T training.	Director of Curriculum	District, G/T funds, ESC	Current School Year	Staff development calendar	Attendance certificates
Ensure all teachers and teacher assistants have the proper certification and/or endorsements and/or certificates of training required to work with students with disabilities.	Director of Special Education	Special Education, Title I, Part A, Title II, Part A funds	Beginning School Year	Review of personnel files	Teacher/teacher assistants' certificates on file
Provide research-based special education staff development with input from staff.	Director of Special Education	SSA funds, IDEA-B funds	Beginning School Year	Staff development calendar	Attendance certificates
Provide at least 1 teacher per 7 students for the residential facility.	Director of Special Education	District funds	Beginning School Year	List of students served	IEP review
Provide training to Admission, Review, and Dismissal (ARD) committee.	Director of Special Education	ESC, Special Education funds	Beginning School Year	Training scheduled	Sign-in sheets
Provide research-based staff development for teachers of dyslexia students that uses individualized intensive, multi-sensor, and phonetic methods to teach reading with input from staff.	Director of Instructional Services	District, Title I, Part A funds	End School Year	Training scheduled	Attendance certificates
Provide research based staff development designed to assist students at-risk of dropping out of school for professional/paraprofessional staff with input from staff	Director of Instructional Services	Federal funds	Current School Year	Staff development calendar	Teacher/Paraprofessional attendance certificates/Sign in sheets
Develop strategies to attract highly qualified teachers to high-need schools	Director of Instructional Services	Title I/Local	Beginning School Year	New Staff Lists	AEIS Reports
Provide researched-based migrant staff development opportunities for professional and paraprofessionals with input from migrant staff.	Director of Instructional Services	Title I funds/Title II funds/MEP funds	Current School Year	Staff development calendar/registration/staff development forms/minutes of meetings, etc.	Attendance certificates

Goal #9: LISD will recruit and retain highly qualified staff and provide staff development that meets the mission of the district and the needs of the district.

<b>New, Overall Improvement Initiative/Strategy and Sequential Activities</b>	<b>Specific Person Responsible</b>	<b>Priority Resource Allocations</b>	<b>Incremental Completion Timeline</b>	<b>Formative Evaluation</b>	<b>Summative Evaluation</b>
Develop and implement an on-going high quality staff development program to meet the mission and objectives of the district and the needs of individual staff members. *	Director of Curriculum	District, Federal funds	Current School Year	Needs assessment	All staff will have access to staff development that meets the mission of the district and the individual needs of staff members
Provide mandatory staff development on behavior management intervention, technology, conflict resolution, and student code of conduct.	Superintendent	District, Federal funds	Beginning School Year	Presenter credentials	Evaluation and sign-in sheets
Provide members of the "Drug-Free Schools" committee with information and strategies to increase their effectiveness as drug and violence prevention leaders.	Director of Instructional Services	District funds	Current School Year	Needs assessment	Agendas sign-in sheets and DFSC evaluation
Provide training to all staff on implementation of intervention strategies, IEP development, accommodations, and support service options.	Director of Special Education	SSA funds, IDEA-B funds	Beginning School Year	Training agendas	Campus staff meeting agendas
Provide training for all evaluation personnel to help identify student needs in the area of related services.	Director of Special Education	SSA funds, IDEA-B funds	Beginning School Year	Needs assessment	Staffing agenda
Provide training for special education staff and parents regarding re-evaluation guidelines.	Director of Special Education	SSA funds, IDEA-B funds	End School Year	Training agendas	ARD minutes
Plan 2 days of staff development for staff members new to the district and a First Year Teacher Academy for staff new to teaching.	Director of Curriculum	District funds	Beginning School Year	District calendar	Align-in sheets for new teachers
Utilize Distance Learning Lab for staff development.	Director of Instructional Services	District funds	Current School Year	Lab schedule	Staff development
Provide training in all areas of compliance with regard to residential facilities	Director of Special Education	District funds, IDEA-B funds	Mid School year	Training agendas	RF Tracker
Provide training for TAKS and benchmark testing data analysis in areas of need.	Director of Curriculum	District funds	Beginning School Year	Training agendas	Sign-in sheets
Organize half day and beginning of the year campus staff development based on campus needs assessment	Campus Principals	District funds	Current School Year	Training agendas	Sign-in sheets

Goal #10: LISD will maintain a safe and healthy environment for all constituents through expectations that students exhibit acceptable conduct in the classroom and during activities where they represent their school.

<b>New, Overall Improvement Initiative/Strategy and Sequential Activities</b>	<b>Specific Person Responsible</b>	<b>Priority Resource Allocations</b>	<b>Incremental Completion Timeline</b>	<b>Formative Evaluation</b>	<b>Summative Evaluation</b>
Provide Behavior Interventionists.	Director of Special Education	District funds, IDEA-B funds	Current School Year	Behavior Documentation	Progress Reports
Continue the FOCUS Program at the high school, Middle school, and Elementary campuses.	Director of Special Education	IDEA - B funds	Current School Year	Class roster/master schedule	Number of discipline referrals
Provide and explain to each staff member the LISD and campus Code of Conduct.	Director of Administrative Services	LISD Policies/LISD Student Code of Conduct/Campus Standards of Conduct	Beginning School Year	Staff meeting agenda	Decrease in number of violations
Reduce office referrals on each campus by 5% from the previous year and reduce referrals to Disciplinary Alternative Education Program (DAEP) by 5%.	Campus Principals	District Discipline Plan	Current School Year	Discipline documentation	Student loss of time in class will be reduced 10% as reflected by referral records
Provide a short term DAEP for placement of students with unacceptable behavior.	Director of Administrative Services	District funds	Current School Year	Roster of students	425 records
Provide and monitor a well-defined plan to prevent drug and alcohol use by students. *	Campus Principals	District Funds	Current School Year	Drug and alcohol surveys 425 records	Reduction in drug-related incidents on campuses
Provide students with additional information about health hazards of tobacco usage.	Director of Instructional Services	District Funds	Current School Year	Drug and alcohol surveys 425 records	Decrease in tobacco usage
Reduce the number of discretionary expulsions from Discipline AEP by 10% from previous year.	Director of Administrative Services	District Funds	End School Year	Roster of Students	Reduction of expelled students
Provide "STARR" program for identified DAEP students	Director of Administrative Services	District Funds/SCE Funds	Current School Year	DAEP Placements	Decrease in number of students returning to DAEP
Require parent signatures on LISD Parent/Student Handbook	Director of Administrative Services	District Code of Conduct/Campus Code of Conduct	Beginning School Year	Parent signatures	Comparison of data from previous school year with data from current school year
Require involvement of parents who have students assigned to the DAEP.	Director of Administrative Services	District Code of Conduct/Campus Code of Conduct	Current School Year	Parent signatures	Comparison of data from previous school year with data from current school year

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<b>New, Overall Improvement Initiative/Strategy and Sequential Activities</b>	<b>Specific Person Responsible</b>	<b>Priority Resource Allocations</b>	<b>Incremental Completion Timeline</b>	<b>Formative Evaluation</b>	<b>Summative Evaluation</b>
Maintain, as a part of the Campus Improvement Plan, the requirement of a parent conference for continual student violations of the Student Code of Conduct.	Campus Principals	Student Handbooks	Current School Year	Campus documentation	Comparison of data from previous school year with data from current school year
Continue a drug awareness and prevention curriculum on all campuses. *	Director of Instructional Services	District Funds/ Managed Care of Lubbock	Beginning School Year	Copy of curriculum	Professional observation
Continue the Focus/Reduction program to reduce special education student placements in the DAEP.	Director of Special Education	IDEA-B funds	Current School Year	425 records	Decrease in number of students
Increase the accuracy and thoroughness of discipline data submitted	Director of Instructional Services	District/Federal funds	Current School Year	PEIMS Reports	PBMAS Reports
100% of students in grades 3-12 of the identified non-restricted students (under the health classification of physical education) will be assessed using the Fitnessgram.	Director of Administrative Services	Fitnessgram	Current School Year	Teacher Lesson Plans	Fitnessgram Results
Identify students in the 85th to 99th plus percentile range in order to receive health and wellness information and case management for obesity	Director of Administrative Services	Fitnessgram	Current School Year	Results	List of Students
Principals will annually provide campus staff and parents the results of the Fitnessgram report/results	Director of Administrative Services	Fitnessgram	End School Year	Results	Checklist/Mailing List
Adopt and educate students/parents on the District Dating Violence Policy that is content specific	Director of Administrative Services	District funds	Beginning School Year	Copy of Policy	Agendas/Sign-in Sheets
Reinforce the principles of "Character Counts".	Director of Instructional Services	District funds	Current School Year	Campus calendars/Lesson plans	Decrease in drug use and number of office referrals for discipline
Utilize counselors to train staff and students on procedures to report suicidal or violent threats and/or behaviors.	Director of Instructional Services	District funds	Beginning School Year	Training agendas	Campus staff meeting agendas
Utilize the School Safety Alert Program.	Director of Administrative Services	District funds	Beginning School Year	Documented use	Number of successful interventions

Goal #10: LISD will maintain a safe and healthy environment for all constituents through expectations that students exhibit acceptable conduct in the classroom and during activities where they represent their school.

<b>New, Overall Improvement Initiative/Strategy and Sequential Activities</b>	<b>Specific Person Responsible</b>	<b>Priority Resource Allocations</b>	<b>Incremental Completion Timeline</b>	<b>Formative Evaluation</b>	<b>Summative Evaluation</b>
Provide a School Health Advisor Council (SHAC).	Director of Administrative Services	District funds	Current School Year	Agenda of meetings	List of activities
Maintain the Wellness Program for district employees.	Director of Administrative Services	District funds	Current School Year	List of activities	Decrease in medical claims
Continue "Positive Behavior Support" program at Levelland Intermediate, MS, HS, and ABC	Campus Principals	Grant funds from Region XVII	Current School Year	Monitor behavior results in December '08	Summative Discipline Report
Maintain federally mandated emergency operation plan.	Director of Administrative Services	District funds	Current School Year	List of drills practiced	Audit every 3 years.
Provide information regarding counseling options for children and parents concerning child sexual abuse	Director of Administrative Services, SPECO counselors	District funds	Current School Year	Copy of District Plan	Annual Evaluation
Inform students and parents about the legal and health consequences of underage drinking.	Director of Instructional Services	Managed Care of Lubbock/ District Funds	Current School Year	List of activities	Surveys/425 Records
Insure that all staff members are aware of the necessity of reporting incidences of child abuse	Assistant Superintendent, SPECO Counselors	District Funds	Current School Year	Staff Awareness Sessions	Number of Reported Incidences