

Brackett Independent School District

District Improvement Plan

2016-2017

Accountability Rating: Met Standard



Board Approval Date: December 12, 2016
Public Presentation Date: December 12, 2016

Mission Statement

The mission of the District, in partnership with parents and the community, is to enable all students to be safe and to obtain the knowledge, desire, and integrity to pursue meaningful and productive lives.

Vision

The District ensures graduates have diverse learning experiences, creating confidence to reach their full potential, and the honesty to own mistakes and the integrity to start again and achieve goals.

Core Beliefs

We believe Brackett ISD instills confidence, honesty, and integrity in students to challenge, prepare, and empower students to succeed in life.

We believe our students desire to be productive citizens.

We believe in Brackett ISD that instruction should be flexible to meet each student's needs.

We believe that Brackett ISD attracts and retains highly qualified staff.

We believe the Brackett ISD school Board is open-minded, engaged, supportive, student-focused and provides the tools and resources necessary for success.

We believe the Brackett ISD community is a supporting, giving, and trusting community that deserves to be informed and involved.

Comprehensive Needs Assessment

Comprehensive Needs Assessment Data Documentation

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

Improvement Planning Data

- District goals
- Current and/or prior year(s) campus and/or district improvement plans
- Campus and/or district planning and decision making committee(s) meeting data
- State and federal planning requirements

Accountability Data

- Texas Academic Performance Report (TAPR) data
- Accountability Distinction Designations
- Community and student engagement rating data

Student Data: Student Groups

- Migrant population, including performance, discipline, attendance, and mobility

Employee Data

- Highly qualified staff data

Goals

Goal 1: The board supports the use of technology upgrades and staff development for teachers, administrators and technology personnel to meet the needs of the 21st Century Learner

Performance Objective 1: Implement the recommendations from Region 20 Technology Needs Assessment/Clarity

Evaluation Data Source(s) 1: Measurable Outcomes: Region 20 report â Comparison of Clarity Reports

Summative Evaluation 1:

Goal 1: The board supports the use of technology upgrades and staff development for teachers, administrators and technology personnel to meet the needs of the 21st Century Learner

Performance Objective 2: Work Towards providing each student a mobile data driven device at the High School Level and more student engagement in 21st century learning by securing technology and digital resources

Evaluation Data Source(s) 2: Measurable Outcomes: Sign out sheets, Clarity Report

Summative Evaluation 2:









Strategy Description	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) More Internet Access and MB		Updated Bandwidth				
= Accomplished = Considerable = Some Progress = No Progress = Discontinue						

Goal 1: The board supports the use of technology upgrades and staff development for teachers, administrators and technology personnel to meet the needs of the 21st Century Learner

Performance Objective 3: Secure emerging technology to maximize student achievement and manage information efficiently

Evaluation Data Source(s) 3: Measurable Outcomes: Reported student growth through STAR, MSTAR, & ESTAR

Summative Evaluation 3:









Strategy Description	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Director of Accountability and Testing Coordinators and Administrators will evaluate this data.		Data from TAPR reports				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

Goal 1: The board supports the use of technology upgrades and staff development for teachers, administrators and technology personnel to meet the needs of the 21st Century Learner

Performance Objective 4: Secure needed stability and internet speed for computers and student applications with additional wireless access points

Evaluation Data Source(s) 4: Measurable Outcomes: End of Year â Clarity Usage Report

Summative Evaluation 4:

Strategy Description	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) School Board objective to bring all internet usage up to needed speed for the district and a one to one initiative on technology advices for all High School Students.		One to One initiative achieved				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

Goal 2: Improve Communication between the district, community, and other stakeholders through engagement in support of the BISD Vision, Values, and Excellence in Education

Performance Objective 1: Enhanced use of Remind, improved district website, facebook with adm. access, and district mobile App.

Evaluation Data Source(s) 1: Measurable Outcomes: Number of postings, accessibility

Summative Evaluation 1:

Strategy Description	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Stakeholder Communication on available district communication apps. including remind, facebook, twitter ect.		Increased usage of district communication apps evidenced by data supporting numbers of users reached through those apps	✓	✓	✓	

Goal 2: Improve Communication between the district, community, and other stakeholders through engagement in support of the BISD Vision, Values, and Excellence in Education

Performance Objective 2: Update phone, speakers, and bell system

Evaluation Data Source(s) 2: Measurable Outcomes: Financial quote and bids on new phone system district wide

Summative Evaluation 2:

Strategy Description	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Technology Coordinators will evaluate a needs assesment for a new phone system		Sealed Proposed bids for BISD Phone system				
= Accomplished = Considerable = Some Progress = No Progress = Discontinue						

Goal 2: Improve Communication between the district, community, and other stakeholders through engagement in support of the BISD Vision, Values, and Excellence in Education

Performance Objective 3: Engage Parent in at least 2 educational teacher led sessions that promote high expectations and strong values in a supportive home environment resulting in positive student learning

Evaluation Data Source(s) 3: Measurable Outcomes: Sign in Sheets, Parent Involvement Binders









Summative Evaluation 3:

Goal 2: Improve Communication between the district, community, and other stakeholders through engagement in support of the BISD Vision, Values, and Excellence in Education

Performance Objective 4: Increase number of CTE Pathways, Certifications, and Licensures

Evaluation Data Source(s) 4: Measurable Outcomes: Completed Meats Lab

Summative Evaluation 4:









Strategy Description	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Offer 2 beginning meat Science Courses - designed on safety and Food Nutrition		Students enrolled				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

Goal 2: Improve Communication between the district, community, and other stakeholders through engagement in support of the BISD Vision, Values, and Excellence in Education

Performance Objective 5: Two district wide department head meetings to discuss curriculum alignment

Evaluation Data Source(s) 5: Measurable Outcomes: Sign in sheets, CIPs

Summative Evaluation 5:

Strategy Description	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Conducted at the Secondary & Elementary Campuses		Curriculum alignment & Campus unity in all programs District-wide				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

Goal 2: Improve Communication between the district, community, and other stakeholders through engagement in support of the BISD Vision, Values, and Excellence in Education

Performance Objective 6: Align curriculum district wide that will improve student achievement in special populations in all subject areas

Evaluation Data Source(s) 6: Measurable Outcomes: Accountability Report









Summative Evaluation 6:

Goal 2: Improve Communication between the district, community, and other stakeholders through engagement in support of the BISD Vision, Values, and Excellence in Education

Performance Objective 7: A more detail budget report will be provided at monthly Board Meetings

Evaluation Data Source(s) 7: Measurable Outcomes: Board Minutes

Summative Evaluation 7:

Strategy Description	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Superintendent and Business Manager plan and evaluate needed budget workshops		Clearer understanding of the budget by all board members.				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

Goal 2: Improve Communication between the district, community, and other stakeholders through engagement in support of the BISD Vision, Values, and Excellence in Education

Performance Objective 8: School Board Members will attend two budget workshops prior to the actual adoption of the budget

Evaluation Data Source(s) 8: Measurable Outcomes: Board Agenda & Minutes

Summative Evaluation 8:

Goal 2: Improve Communication between the district, community, and other stakeholders through engagement in support of the BISD Vision, Values, and Excellence in Education

Performance Objective 9: Administrators will submit budget wish list in January for the development of the budget. Budget will become available to administrators in May.

Evaluation Data Source(s) 9: Measurable Outcomes: State of District Report

Summative Evaluation 9:

Strategy Description	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Administrator Input on Wish List			✓	✓	✓	

Goal 2: Improve Communication between the district, community, and other stakeholders through engagement in support of the BISD Vision, Values, and Excellence in Education

Performance Objective 10: Host ESL and Special Education Parent Conferences/ARDs throughout the school year

Evaluation Data Source(s) 10: Measurable Outcomes: Sign in sheets

Summative Evaluation 10:









Strategy Description	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Director of Special programs works with ESL teachers to set up conferences and input at all ARD meetings from ESL teacher		Accountability Reporting in areas of ESL				
= Accomplished = Considerable = Some Progress = No Progress = Discontinue						

Goal 3: The Board of Trustees will support all safety measures in an effort to secure a safe learning environment for all students.

Performance Objective 1: Continued support of districtwide school resource officer and secure grant for continued financial support

Evaluation Data Source(s) 1: Measurable Outcomes: Financial reports

Summative Evaluation 1:

Strategy Description	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) New Resource Officer in Training		Continue work with Kinney County Sheriffs Dept to secure this grant				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

Goal 3: The Board of Trustees will support all safety measures in an effort to secure a safe learning environment for all students.

Performance Objective 2: District wide drug, bullying, gangs, drugs and alcohol sessions/presentations for students and Teen Pregnancy Education

Evaluation Data Source(s) 2: Measurable Outcomes: Record of assemblies, agendas, flyers, and Nurse Education

Summative Evaluation 2:

Strategy Description	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Incorporate Rachals Challenge program into school, parents and stakeholders and staff development		Reduce the number of cases in all of these areas at BISD				
= Accomplished = Considerable = Some Progress = No Progress = Discontinue						

Goal 3: The Board of Trustees will support all safety measures in an effort to secure a safe learning environment for all students.

Performance Objective 3: Work with first responders on a virtual/table top crisis training on weekends with administrator involved

Evaluation Data Source(s) 3: Measurable Outcomes: Sign in sheets, summary of training

Summative Evaluation 3:

Strategy Description	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Letter sent to BP Director to initiate these trainings		Follow up assesment of all trainings wit BP and first responders				
= Accomplished = Considerable = Some Progress = No Progress = Discontinue						

Goal 3: The Board of Trustees will support all safety measures in an effort to secure a safe learning environment for all students.

Performance Objective 4: TASB Safety

Evaluation Data Source(s) 4: Measurable Outcomes: AssessmentAssessment report

Summative Evaluation 4:

Goal 3: The Board of Trustees will support all safety measures in an effort to secure a safe learning environment for all students.

Performance Objective 5: Upgrade all security cameras

Evaluation Data Source(s) 5: Measurable Outcomes: Inventory Report

Summative Evaluation 5:

Strategy Description	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) New survielence camera project underway at BISD		More use and adaptability for administrators to use all cameras around campus				
= Accomplished = Considerable = Some Progress = No Progress = Discontinue						

Goal 3: The Board of Trustees will support all safety measures in an effort to secure a safe learning environment for all students.

Performance Objective 6: Add additional access points on doors

Evaluation Data Source(s) 6: Measurable Outcomes: Inventory Report

Summative Evaluation 6:

Goal 4: Recruit and Retain highly qualified teachers

Performance Objective 1: BISD will offer stipends and incentives to teachers in approved TEA shortage subject areas

Evaluation Data Source(s) 1: Measurable Outcomes: Documentation of incentives and stipends

Summative Evaluation 1:









Strategy Description	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Board incentive and built into each year's new budget planning		Increase levels in recruitment and retention of teachers at BISD				
= Accomplished = Considerable = Some Progress = No Progress = Discontinue						

Goal 4: Recruit and Retain highly qualified teachers

Performance Objective 2: . BISD will continue to increase teacher pay

Evaluation Data Source(s) 2: Financial Reports

Summative Evaluation 2:









Strategy Description	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Superintendent, Business Manager Financial Planning						
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

Goal 5: Attendance rate will be at 96% or better at each campus

Performance Objective 1: District wide truancy program by truancy grant officer and administrators

Evaluation Data Source(s) 1: Measurable Outcomes: Accountability Attendance Reports

Summative Evaluation 1:

Strategy Description	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Home visits on student absences that are not called in by parents	School Resource Officer (SRO)	Increase in attendance rate				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

Goal 5: Attendance rate will be at 96% or better at each campus

Performance Objective 2: Campus wide incentives will be established for good attendance

Evaluation Data Source(s) 2: Measurable Outcomes: Increased ADA funding

Summative Evaluation 2:

Strategy Description	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Administrator initiation of viable incentive programs for students		Increased attendance rates district wide				
= Accomplished = Considerable = Some Progress = No Progress = Discontinue						

Addendums

2016-2017 Migrant Education Program SSA and Non Project Districts Identification and Recruitment Action Plan **Education**
Service Center, Region 20

Goal: Identify and recruit migrant families residing in the SSA and Non Project districts to ensure that migrant students are provided with appropriate educational services, and to ensure that they have the opportunity to meet the same challenging state, content, and student performance standards that all children are expected to meet.

Objective: Ensure all eligible migrant families residing in the districts are properly identified, recruited, and served in order to provide the supplemental services needed to ensure student success in school.

Evidence of Need	Required Activity	Timeline	Staff Responsible	Resource	Evaluation of Program & Impact	Mid-Year Status	EOY Status
Required Training	Participate and complete Annual Identification & Recruitment (ID&R) Training and New Generation System (NGS) for Recruiters Training.	August or dates the online state training is released	All ESC MEP Staff	Online state trainings NGS website ID&R & NGS Manuals.	Certificates		
	Participate in Identification & Recruitment (ID&R) series days offered by ESC.	August thru May	Ed Specs	Online state trainings NGS website ID&R & NGS Manuals and updated resources from TEA.	Certificates		
	New employees attend MSIX training offered by ESC 20	Year round	Ed Specs	TEA materials MSIX website	Certificates		

2016-2017 Migrant Education Program SSA and Non Project Districts Identification and Recruitment Action Plan							Education
Service Center, Region 20							
Goal:	Identify and recruit migrant families residing in the SSA and Non Project districts to ensure that migrant students are provided with appropriate educational services, and to ensure that they have the opportunity to meet the same challenging state, content, and student performance standards that all children are expected to meet.						
Objective:	Ensure all eligible migrant families residing in the districts are properly identified, recruited, and served in order to provide the supplemental services needed to ensure student success in school.						
Evidence of Need	Required Activity	Timeline	Staff Responsible	Resource	Evaluation of Program & Impact	Mid-Year Status	EOY Status
Identification & Recruitment	Brainstorm and plan recruitment strategies for SSAs and Non Project districts and review roles & responsibilities of recruiters.	Year round	MEP staff	ID&R manual and NGS reports	Increased identification of migrant students Recruiter meeting agendas		
Identification & Recruitment	Finalize all forms, documents and logs that will be utilized. Disseminate and train on all forms, documents, and logs, etc.	By September 30, and as needed			Forms that meet Title I Part C Migrant Compliance Report		

2016-2017 Migrant Education Program SSA and Non Project Districts Identification and Recruitment Action Plan Service Center, Region 20							Education
Goal:	Identify and recruit migrant families residing in the SSA and Non Project districts to ensure that migrant students are provided with appropriate educational services, and to ensure that they have the opportunity to meet the same challenging state, content, and student performance standards that all children are expected to meet.						
Objective:	Ensure all eligible migrant families residing in the districts are properly identified, recruited, and served in order to provide the supplemental services needed to ensure student success in school.						
Evidence of Need	Required Activity	Timeline	Staff Responsible	Resource	Evaluation of Program & Impact	Mid-Year Status	EOY Status
Identification & Recruitment	Contact potential/current eligible migrant families based on family survey leads or referrals.	Year round	Recruiters / SEA / Reviewers	Family, Growers Surveys Community agencies District personnel COEs	Recruiter logs and certified letters sent to parents after three attempts to contact the family; completed COEs, videos		
Identification & Recruitment	Conduct community outreach and contact other federal agencies that serve migrant families.	Year round	Recruiters	Community Agencies listings from leads or websites	Recruiter Logs, Agency Resource List		

2016-2017 Migrant Education Program SSA and Non Project Districts Identification and Recruitment Action Plan							Education
Service Center, Region 20							
Goal:	Identify and recruit migrant families residing in the SSA and Non Project districts to ensure that migrant students are provided with appropriate educational services, and to ensure that they have the opportunity to meet the same challenging state, content, and student performance standards that all children are expected to meet.						
Objective:	Ensure all eligible migrant families residing in the districts are properly identified, recruited, and served in order to provide the supplemental services needed to ensure student success in school.						
Evidence of Need	Required Activity	Timeline	Staff Responsible	Resource	Evaluation of Program & Impact	Mid-Year Status	EOY Status
Identification & Recruitment	Visit Local Growers.	Year round	Recruiters including OSY Recruiters	ID&R Manual suggested websites and other leads	Recruiter Logs, increase in Local Growers List		

**2016-2017 Migrant Education Program SSA and Non Project Districts Identification and Recruitment Action Plan
Service Center, Region 20**

Education

Goal: Identify and recruit migrant families residing in the SSA and Non Project districts to ensure that migrant students are provided with appropriate educational services, and to ensure that they have the opportunity to meet the same challenging state, content, and student performance standards that all children are expected to meet.

Objective: Ensure all eligible migrant families residing in the districts are properly identified, recruited, and served in order to provide the supplemental services needed to ensure student success in school.

Evidence of Need	Required Activity	Timeline	Staff Responsible	Resource	Evaluation of Program & Impact	Mid-Year Status	EOY Status
Identification & Recruitment	Locate out of school youth including preschool aged children.	Year round	Recruiters including OSY Recruiter	ID&R Manual, Procedure Manual, NGS, & school records	Recruiter Logs, increase in OSY		

**2016-2017 Migrant Education Program SSA and Non Project Districts Identification and Recruitment Action Plan
Service Center, Region 20**

Education

Goal:	Identify and recruit migrant families residing in the SSA and Non Project districts to ensure that migrant students are provided with appropriate educational services, and to ensure that they have the opportunity to meet the same challenging state, content, and student performance standards that all children are expected to meet.						
Objective:	Ensure all eligible migrant families residing in the districts are properly identified, recruited, and served in order to provide the supplemental services needed to ensure student success in school.						
Evidence of Need	Required Activity	Timeline	Staff Responsible	Resource	Evaluation of Program & Impact	Mid-Year Status	EOY Status
Identification & Recruitment	Contact current eligible migrant families to determine if new qualifying moves have occurred. Complete new COEs as needed.	July 1- October 1 and as needed	Recruiters	ID&R Manual & COE Family Reports	Completed COEs and documentation of contact attempts on First Contact Spreadsheet, Unique Student Count Report.		
Identification & Recruitment	Review Family Surveys for potential eligible students. Follow procedures as outlined in MEP procedural manual.	Aug to Oct 31 for beginning of the year family surveys and year round	All ESC MEP Staff	ID&R Manual, Procedure Manual, NGS, & school records.	Complete COEs for qualifying family surveys.		
Identification & Recruitment	Recruiter will complete COEs and Supplemental Documentation Form (SDF) for all families with a new Qualifying Arrival Data (QAD) and submit to Eligibility Reviewer.	Year round submit to reviewer within 3 working day from parent signature	Recruiters / SEA / Reviewers	ID&R Manual COE, SDF, SSA Procedures Handbook	Completed COE and SDF for all families having a new QAD		

2016-2017 Migrant Education Program SSA and Non Project Districts Identification and Recruitment Action Plan **Education**
Service Center, Region 20

Goal: Identify and recruit migrant families residing in the SSA and Non Project districts to ensure that migrant students are provided with appropriate educational services, and to ensure that they have the opportunity to meet the same challenging state, content, and student performance standards that all children are expected to meet.

Objective: Ensure all eligible migrant families residing in the districts are properly identified, recruited, and served in order to provide the supplemental services needed to ensure student success in school.

Evidence of Need	Required Activity	Timeline	Staff Responsible	Resource	Evaluation of Program & Impact	Mid-Year Status	EOY Status
Identification & Recruitment	SEA Reviewers review COEs and SDF for QADs after June 1, 2015 to ensure documentation to support all four critical components is included.	Year round	Recruiters, SEA Reviewer, System Specialist	COE, SDF; ID&R Manual; SSA Procedures Handbook	All children enrolled into NGS have been properly verified.		
	Conduct Residency Verification to verify continued residency for all currently eligible children who have not made a new qualifying move during the current reporting period.	Sept 1 – Nov 1 or for 2 year olds turning 3: on or after 3rd birthday, & OSY.	Recruiters, System Specialist, Ed Spec	NGS Guidelines, ID&R manual, NGS Reports, School Records and NGS	Monthly residency verification report		
Coordination	Network with agencies that serve migrant families. Coordinate/network with local/regional organizations that provide services to migrant workers and their families by meeting with staff.	Year round	OSY Recruiter / Recruiters / Ed Spec Counselor	ID&R Manual / SSA Procedures Handbook	Community Outreach FAIR passports to visit agencies who provide services. Sign In Sheets from agencies		

2016-2017 Migrant Education Program SSA and Non Project Districts Identification and Recruitment Action Plan Service Center, Region 20							Education
Goal:	Identify and recruit migrant families residing in the SSA and Non Project districts to ensure that migrant students are provided with appropriate educational services, and to ensure that they have the opportunity to meet the same challenging state, content, and student performance standards that all children are expected to meet.						
Objective:	Ensure all eligible migrant families residing in the districts are properly identified, recruited, and served in order to provide the supplemental services needed to ensure student success in school.						
Evidence of Need	Required Activity	Timeline	Staff Responsible	Resource	Evaluation of Program & Impact	Mid-Year Status	EOY Status
Interagency C					attending our		
	Share and exchange information with parents, students, and district staff regarding High School Equivalency Program (HEP) and College Assistance Migrant Program (CAMP) sites and Teaching and Mentoring Communities (TMC).	Year round	MEP staff	ID&R Manual / District Staff	Increase in services provided to migrant High School students by community organizations. Referrals.		
Quality Control	Follow protocol for COEs that warrant further review by TEA as outlined in the ID & R Manual	Year round	Ed Spec	ID& R manual	Compliance with TEA requirements		

2016-2017 Migrant Education Program SSA and Non Project Districts Identification and Recruitment Action Plan							Education
Service Center, Region 20							
Goal:	Identify and recruit migrant families residing in the SSA and Non Project districts to ensure that migrant students are provided with appropriate educational services, and to ensure that they have the opportunity to meet the same challenging state, content, and student performance standards that all children are expected to meet.						
Objective:	Ensure all eligible migrant families residing in the districts are properly identified, recruited, and served in order to provide the supplemental services needed to ensure student success in school.						
Evidence of Need	Required Activity	Timeline	Staff Responsible	Resource	Evaluation of Program & Impact	Mid-Year Status	EOY Status
Quality Control	Provide ID&R awareness and support to SSA MEP staff as specific needs are observed throughout the year.	Year round	Ed Spec	ID & R Manual; SSA Procedures Handbook; Second Reviewer Form	Sign in Sheets from SSA Contact meetings; and MEP Program Overviews.		
Quality Control	Maintain updated active and inactive records. File COEs in alphabetical order by current mother's last name and retain records for seven years from the date eligibility ends.	Year round	MEP staff	ID&R Manual; NGS Manual; SSA Procedures Handbook	Compliance with Records Retention policies by April 30.		

2016-2017 Migrant Education Program SSA and Non Project Districts Identification and Recruitment Action Plan Service Center, Region 20							Education
Goal:	Identify and recruit migrant families residing in the SSA and Non Project districts to ensure that migrant students are provided with appropriate educational services, and to ensure that they have the opportunity to meet the same challenging state, content, and student performance standards that all children are expected to meet.						
Objective:	Ensure all eligible migrant families residing in the districts are properly identified, recruited, and served in order to provide the supplemental services needed to ensure student success in school.						
Evidence of Need	Required Activity	Timeline	Staff Responsible	Resource	Evaluation of Program & Impact	Mid-Year Status	EOY Status
Quality Control	Validate eligibility through re-interview process according to instructions set forth by TEA.	As directed by the State MEP	MEP staff	TEA Eligibility Validation Instructions	100 percent accuracy rate		
Evaluation	Gather and analyze data and input from various MEP stakeholders to incorporate appropriate changes in subsequent ID&R plan for continuous improvement.	Nov. 30	MEP Staff	ESC-20 Quality Services Survey; Parent Advisory Council (PAC); Parent Survey; Student Survey; SSA Contacts Survey	Identified strengths and weaknesses to redesign the services provided by ESC-20 MEP.		

2016-2017 SSA Migrant Districts Priority for Service (PFS) Action Plan Education Service Center, Region 20

As part of the NCLB Consolidated Application for Federal Funding, Part 4 of the Title I, Part C Migrant Education Program schedule, the Priority for Service (PFS) Action Plan is a required Program Activity for the Migrant Education Program. Priority for Service students are migratory children who are failing, or most at risk of failing, to meet the state's challenging state academic content standards and challenging state student academic achievement standards, and whose education has been interrupted during the regular school year. [P.L. 107-110, §1304 (d)]

The Priority for Service Report on NGS must be used to determine who to serve first and foremost with MEP funds. Students are identified as PFS if they meet both of the following criteria:

Criteria for 2016-2017

Grades 3-12, Ungraded (UG) or Out of School (OS)	Students who failed one or more of the state assessments (TAKS/STAAR), or were granted a TAKS LEP Postponement, were Absent or were not enrolled in a Texas school during the state assessment testing period for their grade level; and have their education interrupted during the previous or current regular school year.
Grades K-3	Students who are designated LEP in the Student Designation section of the New Generation System (NGS) Supplemental Program Component, or have been retained, or are overage for their current grade level and have their education interrupted during the previous or current regular school year.

2016-2017 SSA Migrant Districts Priority for Service (PFS) Action Plan

Goal(s):

Objective(s):

Ensure that identified Priority for Service migrant students have the same opportunity to meet the challenging state, content, and student performance standards expected of all children.		100% of PFS migrant students will receive priority access to supplemental instructional and support opportunities.			
Required Activities	Timeline	Person(s) Responsible	Documentation	Mid-Year Status	EOY Status

On a monthly basis, run NGS Priority for Service (PFS) reports to identify migrant children and youth who require priority access to MEP services.

	Monthly	System Specialists	NGS Monthly Reports		
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The PFS Action Plan must include the following:

When, in your school year calendar, the district's MEP Contact will provide each campus principal, appropriate campus staff and parents the Priority for Service criteria and updated NGS Priority for Service reports.

Provide SSA migrant contacts a copy of the PFS criteria, monthly updated NGS PFS reports, and expectation of procedures to follow with PFS students.	Monthly	Ed Spec Supervisors, System Specialists, District Designee	Emails to district contacts with PFS Reports		
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Goal(s):

Objective(s):

<p>Ensure that identified Priority for Service migrant students have the same opportunity to meet the challenging state, content, and student performance standards expected of all children.</p>	<p>100% of PFS migrant students will receive priority access to supplemental instructional and support opportunities.</p>				
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Required Activities	Timeline	Person(s) Responsible	Documentation	Mid-Year Status	EOY Status
<p>Provide all parents a copy of the PFS criteria, what it means, and implications for the student to ensure awareness.</p>	<p>All parent who attend the Community Outreach Fair will be provided a copy in August.. Parents who do not attend the Community Fair</p>	<p>Ed Spec Supervisors, Recruiters</p>	<p>PFS Criteria Letter, Sign in sheets from Community Outreach; recruiter logs</p>		

When, in your school year calendar, the district MEP contact, MEP staff and migrant school staff will make home and /or community visits to update parents on the academic progress of their children.

<p>Provide parents of PFS students with the knowledge of local and state requirements for promotion, graduation and post-secondary opportunities.</p>	<p>Community Outreach Fair, PAC meetings; individual meetings/phone calls with parents as needed (case by case)</p>	<p>Campus Designee, migrant tutors, ESC-20 MEP Team</p>	<p>Counselor follow-up, student feedback, Agendas, Sign-In sheets; tutor timesheets</p>		
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2016-2017 SSA Migrant Districts Priority for Service (PFS) Action Plan

Goal(s):

Objective(s):

Ensure that identified Priority for Service migrant students have the same opportunity to meet the challenging state, content, and student performance standards expected of all children.		100% of PFS migrant students will receive priority access to supplemental instructional and support opportunities.			
Required Activities	Timeline	Person(s) Responsible	Documentation	Mid-Year Status	EOY Status
Provide parents of PFS students an update on the academic progress of their child.	Individual meetings/phone calls with parents as needed (case by case)	Ed Spec Supervisors, Tutors, District Contact, Campus Administrator or Campus Designee	Parent evaluations/ feedback, Counselor follow-up, phone logs, email documentation, mail out list		
Provide parents of PFS students information about available community and/ or social services.	Community Outreach Fair, PAC meetings; individual meetings/phone calls with parents as needed (case by	Ed Spec Supervisors, Recruiters, Tutors, District Designee	Parent evaluations/ feedback, Counselor follow-up, tutor feedback, student feedback		

How the district's MEP contact will use NGS Priority for Service reports to give priority placements to these students in Migrant Education Program activities.

SSA districts will develop a set of written procedures that outline a variety of strategies for migrant students with late entry and/or early withdrawal and saved course slots in elective and core subject areas. (Required Activity "m")	August thru November	District Contact or appropriate district designee; Ed Spec	Written procedures from a group of SSA districts		
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How the district's MEP contact will ensure that Priority for Service students receive priority access to instructional services, as well as social workers and community social services/agencies.

<p>Collect and analyze sources of student data (transcripts, testing data) to determine progress toward graduation.</p>	<p>Year Round</p>	<p>ESC Counselor, Ed Spec Supervisor, System Specialists, Migrant tutors</p>	<p>Increased number of students completing partial credit and/or passing state assessments. Not on time for Graduation Report.</p>		
<p>Provide appropriate placement/ programs for students not meeting the state content standards or mastering TEKS objectives. Ex: tutoring, state assessments, remediation, Online migrant coursework, credit recovery (Nova Net, Plato, FLEX, night school, etc.), summer school, or community resources/ services.</p>	<p>Year Round</p>	<p>District designee, Ed Spec, Ed Spec Supervisor, ESC Counselor</p>	<p>Increased number of students completing partial credit and/or passing state assessments. Partial Credit Report, Retention Report, Formal/Informal Assessment</p>		

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ESC-20 MEP staff and district staff will coordinate to provide resources and tools to promote student academic success.	Year Round	Ed Spec, Ed Spec Supervisor, Migrant Tutors, Recruiters, ESC Counselors	NGS Supplemental Count Report		
Identify dropout students/ out-of-school youth (OSY) and provide information regarding options for obtaining diploma/ GED.	Year Round	OSY Recruiter, Ed Spec Supervisor, District Designee	Identify and provide information regarding options to 100% of OSY students. Supplemental Report, OSY Report, Student Termination		

What federal, state and local programs service Priority for Service students?

Identify state, federal, and local programs that serve PFS students during the current school year in order to ensure migrant services are supplemental.	Year Round	Ed Spec Supervisor, District designee	Completed Documentation for Supplemental Tutoring Form from each SSA district on file (or district version).		
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How, in your school year calendar, district and campus staff members will receive training on the unique needs of PFS students.					
Provide an opportunity for campus counselors to participate in the Migrant Counselor Overview session to analyze migrant student educational needs.	Year Round	ESC Counselor	Increase the number of participants to this session by 100%. Sign In sheets from overviews provided.		
Provide on-line and face to face opportunities for district/campus staff to attend staff development for enhancing their knowledge of the migrant student population including migrant student needs. Videos, Face to Face overviews.	Year Round	Ed Spec Supervisor, ESC Counselors	Increase the number of participants at the ESC sessions/ contact meetings by 100%. Participant evaluations. Participant feedback. Sign-In sheets.		

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The MEP Contact will include the PFS Action Plan in the District’s Improvement Plan as a separate section appropriately labeled or identified (e.g., “Migrant PFS Action Plan” section), rather than integrating the action plan elements with other DIP sections that focus on other student population groups (e.g., Bilingual, ESL, economically disadvantaged).

Provide district contacts with Priority for Services criteria and a copy of the PFS action plan to be included in their District Improvement Plan (DIP).	July	Ed Spec Supervisors, District Designee	Copy of DIP showing insertion of PFS Action Plan		
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