

Regular Meeting
Tuesday, November 14, 2023 7:00 PM

Harleton Independent School District
17000 S.H. 154
Harleton, Texas 75651

Agenda

1. Call to Order
2. Roll Call of Board Members

3. Pledge of Allegiance and Invocation
4. Student of the Month
5. Open Forum
6. Consent Agenda
 - 6.A. Approval of Board Minutes
 - 6.B. Donations
 - 6.C. Obligations and Vouchers

 - 6.D. Financial Statement

7. Discussion Items
 - 7.A. Discussion of ESSER Use of Funds and RIPICS Plan
8. Action Items
 - 8.A. Consider/Take Action on Setting December 12, 2023 at 6:30 PM as the Public Hearing for the 2022-2023 FIRST Rating
 - 8.B. Consider/Take Action on the Purchase of a New School Bus
 - 8.C. Consider/Take Action on the Purchase of (2) 48KW Generators for Elementary/JH and High School Cafeteria Refrigerators/Freezers Power Back-up
 - 8.D. Consider/Take Action on a Resolution in Order to Cast Votes for the Board of Directors of the Harrison Central Appraisal District
 - 8.E. Consider/Take Action on Campus Improvement Plans
 - 8.F. Consider/Take Action on District Improvement Plan
 - 8.G. Consider/Take Action on 2023-2024 Migrant Plan
 - 8.H. Consider/Take Action on a Rocketry Field Trip Tour of NASA, November 29 - November 30, 2023
9. Closed Session
 - 9.A. Pursuant to Texas Government Code Sections 551.074 for the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee and 551.072 Deliberations about Real Property - A governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property is deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.
10. Superintendent Report
 - 10.A. Enrollment

- 10.B. Information Item
- 10.C. Resignations
- 10.D. Board Christmas Party Invitation
- 10.E. Update on Projects
- 11. Board Input
- 12. Adjourn

Harleton ISD

Special Board Meeting: October 3, 2023

Members Present: Shaun Borden
Kevin Wright
Pat Mc Gill
Brad Nixon
Harvey Fox
Jacob Muehlstein

Members Absent: Brian Degner

The meeting was called to order at 7:00 PM with a roll call of members.

Pledge was led by Pat Mc Gill and invocation was offered by Jay Ratcliff.

Open Forum was not held.

Motion by Jacob Muehlstein and second by Shaun Borden to approve authorized district representatives with First National Bank of Hughes Springs, Harleton. Voting for: Pat Mc Gill, Brad Nixon, Harvey Fox and Kevin Wright. Voting against: None. Motion carried.

The Board Convened in Closed Session at 7:04 Pursuant to Texas Government Code Sec. 551.074 Personnel Matters.

Motion by Brad Nixon and second by Harvey Fox to go into Executive Session under 551.074 at 7:04 PM. Voting for: Pat Mc Gill, Jacob Muehlstein, Shaun Borden and Kevin Wright. Voting against: None. Motion carried.

The Board reconvened at 7:39 PM.

Motion by Kevin Wright and second by Harvey Fox to go back into Open Session at 7:39 PM. Voting for: Brad Nixon, Pat Mc Gill, Shaun Borden and Jacob Muehlstein. Voting against: None. Motion carried.

Motion by Harvey Fox and second by Jacob Muehlstein to adjourn meeting at 7:41 PM. Voting for: Pat Mc Gill, Brad Nixon, Shaun Borden and Kevin Wright. Voting against: None. Motion carried.

Pat Mc Gill, President

Brad Nixon, Secretary

Harleton ISD

Regular Meeting: October 10, 2023

Members Present: Brad Nixon
Kevin Wright
Harvey Fox
Pat Mc Gill
Brian Degner

Members Absent: Jacob Muehlstein

The meeting was called to order at 7:00 PM with a roll call of members.

Pledge was led by Pat Mc Gill and invocation was offered by Jay Ratcliff.

Larry Tidwell spoke in Open Forum about the Lamar Medal from the Masonic Lodge recognizing an outstanding teacher/educator.

Students of the Month were recognized and presented a certificate and a gift card. Elementary students of the month for October were Clayton Beck and Dustin Rice. Junior High student of the month for October was Mackynna Fuller. High School student of the month for October will be recognized in November.

The consent agenda was approved by general consent which consisted of:

- September 12, 2023
- Obligations and Vouchers
- Financial Statement

Discussion Items

- ESSER Use of Funds and RIPICS Plan
- First Report

Motion by Pat Mc Gill and second by Harvey Fox to approve the Resolution nominating Brian Degner to the Board of Directors of the Harrison Central Appraisal District. Voting for: Kevin Wright, Brad Nixon and Brian Degner. Voting against: None. Motion Carried.

Closed Session was not held.

Superintendent Report

- Enrollment
- Update on Projects
- Resignations

Motion by Brian Degner and second by Kevin Wright to adjourn meeting at 8:12 PM. Voting for: Pat Mc Gill, Brad Nixon and Harvey Fox. Voting against: None. Motion carried.

Pat Mc Gill, President

Brad Nixon, Secretary

Harleton ISD

Special Board Meeting: October 17, 2023

Members Present: Pat Mc Gill
Brad Nixon
Harvey Fox
Jacob Muehlstein

Members Absent: Brian Degner, Kevin Wright

The meeting was called to order at 7:00 PM with a roll call of members.

Pledge was led by Pat Mc Gill and invocation was offered by Jay Ratcliff.

Open Forum was not held.

Motion by Harvey Fox and second by Brad Nixon to approve Quote for Baseball/Softball fields repair with DTurfMeister.
Voting for: Pat Mc Gill and Jacob Muehlstein. Voting against: None. Motion carried.

Closed Session was not held.

Superintendent Report

- Insulation Quote from Longview Insulation
- Fencing Quote from Fence Masters
- Elementary PE Building Quote from LMH

Motion by Brad Nixon and second by Jacob Muehlstein to adjourn meeting at 7:22 PM. Voting for: Pat Mc Gill and Harvey Fox. Voting against: None. Motion carried.

Pat Mc Gill, President

Brad Nixon, Secretary

User: Jay Ratcliff
 User Role: District

RATING YEAR DISTRICT NUMBER



Financial Integrity Rating System of Texas

2022-2023 RATINGS BASED ON SCHOOL YEAR 2021-2022 DATA - DISTRICT STATUS DETAIL

Name: HARLETON ISD (102905)	Publication Level 1: 8/4/2023 12:02:16 PM
Status: Passed	Publication Level 2: None
Rating: A = Superior Achievement	Last Updated: 8/4/2023 12:02:16 PM
District Score: 100	Passing Score: 70

#	Indicator Description	Updated	Score
1	Was the complete annual financial report (AFR) and data submitted to the TEA within 30 days of the November 27 or January 28 deadline depending on the school district's fiscal year end date of June 30 or August 31, respectively?	7/13/2023 6:19:10 PM	Yes
2	Was there an unmodified opinion in the AFR on the financial statements as a whole? (The American Institute of Certified Public Accountants (AICPA) defines unmodified opinion. The external independent auditor determines if there was an unmodified opinion.)	7/13/2023 6:19:10 PM	Yes
3	Was the school district in compliance with the payment terms of all debt agreements at fiscal year end? (If the school district was in default in a prior fiscal year, an exemption applies in following years if the school district is current on its forbearance or payment plan with the lender and the payments are made on schedule for the fiscal year being rated. Also exempted are technical defaults that are not related to monetary defaults. A technical default is a failure to uphold the terms of a debt covenant, contract, or master promissory note even though payments to the lender, trust, or sinking fund are current. A debt agreement is a legal agreement between a debtor (= person, company, etc. that owes money) and their creditors, which includes a plan for paying back the debt.)	7/13/2023 6:19:10 PM	Yes
4	Did the school district make timely payments to the Teachers Retirement System (TRS), Texas Workforce Commission (TWC), Internal Revenue Service (IRS), and other government agencies? (If the school district received a warrant hold and the warrant hold was not cleared within 30 days from the date the warrant hold was issued, the school district is considered to not have made timely payments and will fail critical indicator 4. If the school district was issued a warrant hold, the maximum points and highest rating that the school district may receive is 95 points, A = Superior Achievement, even if the issue surrounding the initial warrant hold was resolved and cleared within 30 days.)	7/13/2023 6:19:10 PM	Yes Ceiling Passed
5	This indicator is not being evaluated.		
			1 Multiplier Sum
6	Was the average change in (assigned and unassigned) fund balances over 3 years less than a 25 percent decrease or did the current year's assigned and unassigned fund balances exceed 75 days of operational expenditures? (If the school district fails indicator 6, the maximum points	7/13/2023 6:19:10 PM	Ceiling Passed

	<u>and highest rating that the school district may receive is 89 points, B = Above Standard Achievement.)</u>		
7	<u>Was the number of days of cash on hand and current investments in the general fund for the school district sufficient to cover operating expenditures (excluding facilities acquisition and construction)? See ranges below in the Determination of Points section.</u>	7/13/2023 6:19:10 PM	10
8	<u>Was the measure of current assets to current liabilities ratio for the school district sufficient to cover short-term debt? See ranges below in the Determination of Points section.</u>	7/13/2023 6:19:10 PM	10
9	<u>Did the school district's general fund revenues equal or exceed expenditures (excluding facilities acquisition and construction)? If not, was the school district's number of days of cash on hand greater than or equal to 60 days? See ranges below in the Determination of Points section.</u>	7/13/2023 6:19:10 PM	10
10	This indicator is not being evaluated.		10
11	<u>Was the ratio of long-term liabilities to total assets for the school district sufficient to support long-term solvency? (If the school district's increase of students in membership over 5 years was 7 percent or more or 1,000 or more students in membership, then the school district passes this indicator.)</u>	7/13/2023 6:19:10 PM	10
12	<u>What is the correlation between future debt requirements and the district's assessed property value?</u>	7/13/2023 6:19:10 PM	10
13	<u>Was the school district's administrative cost ratio equal to or less than the threshold ratio? See ranges below in the Determination of Points section.</u>	7/13/2023 6:19:10 PM	10
14	This indicator is not being evaluated.		10
15	This indicator is not being evaluated.		5
16	<u>Did the comparison of Public Education Information Management System (PEIMS) data to like information in the school district's AFR result in a total variance of less than 3 percent of all expenditures by function? (If the school district fails indicator 16, the maximum points and highest rating that the school district may receive is 89 points, B = Above Standard Achievement.)</u>	7/13/2023 6:19:10 PM	Ceiling Passed
17	<u>Did the external independent auditor report that the AFR was free of any instance(s) of material weaknesses in internal controls over financial reporting and compliance for local, state, or federal funds and free from substantial doubt about the school district's ability to continue as a going concern? (The AICPA defines material weakness.) (If the school district fails indicator 17, the maximum points and highest rating that the school district may receive is 79 points, C = Meets Standard Achievement.)</u>	7/13/2023 6:19:10 PM	Ceiling Passed
18	<u>Did the external independent auditor indicate the AFR was free of any instance(s) of material noncompliance for grants, contracts, and laws related to local, state, or federal funds? (The AICPA defines material noncompliance.)</u>	7/13/2023 6:19:10 PM	10
19	<u>Did the school district post the required financial information on its website in accordance with Government Code, Local Government Code, Texas Education Code, Texas Administrative Code and other statutes, laws and rules that were in effect at the school district's fiscal year end?</u>	7/13/2023 6:19:10 PM	5
20	<u>Did the school district's administration and school board members discuss any changes and/or impact to local, state, and federal funding at a board meeting within 120 days before the district adopted its budget?</u>	7/13/2023 6:19:10 PM	Ceiling Passed
			100 Weighted Sum
			1 Multiplier

	Sum
	(100 Ceiling)
	100 Score

DETERMINATION OF RATING

A.	Did the school district fail any of the critical indicators 1, 2, 3, or 4? If so, the school district's rating is F for Substandard Achievement regardless of points earned.	
B.	Determine the rating by the applicable number of points.	
	A = Superior Achievement	90-100
	B = Above Standard Achievement	80-89
	C = Meets Standard Achievement	70-79
	F = Substandard Achievement	<70
<p>No Rating = A school district receiving territory that annexes with a school district ordered by the commissioner under TEC 13.054, or consolidation under Subchapter H, Chapter 41. No rating will be issued for the school district receiving territory until the third year after the annexation/consolidation.</p> <p>The school district receives an F if it scores below the minimum passing score, if it failed any critical indicator 1, 2, 3, or 4, if the AFR or the data were not both complete, or if either the AFR or the data were not submitted on time for FIRST analysis.</p>		

CEILING INDICATORS

<p>Did the school district meet the criteria for any of the following ceiling indicators 4, 6, 16, 17, or 20? If so, the school district's applicable maximum points and rating are disclosed below. Please note, an F = Substandard Achievement Rating supersedes any rating earned as the result of the school district meeting the criteria of a ceiling indicator.</p>		
Determination of rating based on meeting ceiling criteria.	Maximum Points	Maximum Rating
Indicator 4 (Timely Payments) - School district was issued a warrant hold.	95	A = Superior Achievement
Indicator 6 (Average Change in Fund Balance) - Response to indicator is <i>No</i> .	89	B = Above Standard Achievement
Indicator 16 (PEIMS to AFR) - Response to indicator is <i>No</i> .	89	B = Above Standard Achievement
Indicator 17 (Material Weaknesses) - Response to indicator is <i>No</i> .	79	C = Meets Standard Achievement
Indicator 20 (Property Values and Tax Discussion) - Response to indicator is <i>No</i> .	89	B = Above Standard Achievement

Home Page: [Financial Compliance | Texas Education Agency](#) | Send comments or suggestions to FinancialAccountability@tea.texas.gov

THE **TEXAS EDUCATION AGENCY**
 1701 NORTH CONGRESS AVENUE · AUSTIN, TEXAS, 78701 · (512) 463-9734

FIRST 5.14.3.3

Harrison Central Appraisal District

P.O. Box 818 ♦ 201 West Grand Marshall, Texas 75670 ♦ (903) 935-1991 ♦ (903) 938-8471 Fax

J. L. Flowers, R.P.A., R.T.A.

Chief Appraiser

Date: 2-Nov-2023

To: All Taxing Units, Presiding Officers and County Commissioners

From: Chief Appraiser

Re: 2024-2025 CCAD Director Voting Ballot

Folks:

The following list comprises the 2024-2025 HCAD Board of Directors Ballot:
Votes must be cast by official action and a copy of that action filed with me before:

December 14th

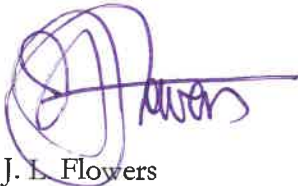
Enclosed, you will find a copy of the resolution ballot. You may cast your votes for one candidate or distribute them to several candidates.

The list of nominees for this election cycle are...

Jason Ainsworth	Leo Morris
Ross Brown	Jay Nelson
Leslie Brian Degner	Chase Palmer
Bettye Fisher	Albert Tiller
Ted Huffhines	Lacy Warren

If you have any questions please contact me.

Respectfully yours,



J. L. Flowers

Chief Appraiser

Encl.

Cc: HCAD Directors

Voting Allocation for HCAD

2024-2025 Directorship Terms

§6.03(d) Texas Property Tax Code

<u>Unit</u>	<u>In County 2022 Tax Rolls</u>	<u>(1) ÷ (2)</u>	<u>(3) x 1,000 Votes</u>	<u>(4) x 5 Places</u>
	<u>(1)</u>	<u>(3)</u>	<u>(4)</u>	<u>Allocated Votes</u>
Elysian Fields ISD (Harrison Co)	\$8,343,569	6.48868%	64.88684	324
Hallsville ISD	\$31,180,342	24.24854%	242.48543	1,212
Harleton ISD	\$2,064,885	1.60583%	16.05834	80
Karnack ISD	\$2,149,477	1.67162%	16.71620	84
Marshall ISD	\$33,584,494	26.11822%	261.18220	1,306
New Diana ISD (Harrison Co)	\$102,547	0.07975%	0.79749	4
Ore City ISD (Harrison Co)	\$39,911	0.03104%	0.31038	2
Waskom ISD	\$8,602,798	6.69028%	66.90283	335
City of Hallsville	\$985,930	0.76674%	7.66745	38
City of Longview (Harrison Co)	\$2,384,636	1.85450%	18.54500	93
City of Marshall	\$7,049,300	5.48215%	54.82148	274
City of Waskom	\$669,490	0.52065%	5.20654	26
Harrison County	\$31,429,078	24.44198%	244.41981	1,222
In-County Totals	(2) \$128,586,457	100.00%	1,000	5,000

**A RESOLUTION IN ORDER TO CAST
VOTES FOR THE BOARD OF DIRECTORS OF
THE HARRISON CENTRAL APPRAISAL DISTRICT**

WHEREAS, Section 6.03(c) of the Texas Property Tax Code requires the election of the board of directors of an appraisal district by vote of the governing bodies of the taxing entities entitled by the Code to vote; and

WHEREAS, the Harrison Central Appraisal District Board of Directors is comprised of five elected members; and

WHEREAS, the Harleton Independent School District is a participating taxing entity of the Harrison Central Appraisal District entitled to vote; and

WHEREAS, the Harleton Independent School District is entitled by cumulative voting to cast 80 votes for the Harrison Central Appraisal District Board of Directors;

NOW, THEREFORE, BE IT RESOLVED that the Harleton Independent School District casts its votes for the following nominee(s) for the Board of Directors, Harrison Central Appraisal District:

<u>Nominee</u>	<u>Votes Cast</u>
Jason Ainsworth	
Ross Brown	
Leslie Brian Degner	
Bettye Fisher	
Ted Huffhines	
Leo Morris	
Jay Nelson	
Chase Palmer	
Albert Tiller	
Lacy Warren	

INTRODUCED AND PASSED by the Board of Trustees of the Harleton Independent School District, this _____ day of _____, 2023.

ATTEST:

_____ *Presiding Officer*

Secretary

Harleton Independent School District

HARLETON EL

Campus Improvement Plan

2023/2024

We are a League of Our Own

Kerri L Darby
17240 St Hwy 154
903-777-1537
darbykerri@harletonisd.net

Date Reviewed: 08/30/2022

Date Approved: 09/02/2022

HARLETON EL

Mission

Decisions will always be made based upon what is best for kids.

Vision

HES is a family of learners.

Nondiscrimination Notice

HARLETON EL does not discriminate on the basis of race, color, national origin, sex, or disability in providing education services, activities, and programs, including vocational programs, in accordance with Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Educational Amendments of 1972; and section 504 of the rehabilitation Act of 1973; as amended.

Harleton EL Site Based Decision Making Committee

Name	Position
Wilson, Brandy	Parent
Hearron, Shannon	Parent
BECK, DOUGLAS	Teacher
Morris, Genia	Teacher
Fitts, Melissa	Teacher
Hooper, Ashley	Teacher
Siler, Nikki	Teacher
Burwell, Brooke	Teacher
Goyne, Shelby	Teacher
Willeford, Makayla	Teacher
Darby, Kerri	Principal
Walker, Meagan	Assistant Principal
Howeth, Lori	Business Representative

HARLETON EL

Goal 1. (Student Achievement) Harleton Elementary School will establish a culture of high expectations and ensure academic excellence through engaging, purposeful and rigorous learning experiences that meet the unique needs of all students in order for them to reach their full potential.

Objective 1. Harleton Elementary will monitor student progress and develop interventions to increase student achievement.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
<p>1. Disaggregate and review teacher and student surveys for a comprehensive needs assessment. Compile objectives based on the surveys (Target Group: All) (Strategic Priorities: 1,2,3)</p>	<p>Campus Site-based Teams, Principal(s)</p>	<p>Spring</p>	<p>(F)Title I, (O)Local Districts</p>	<p>Criteria: SIP Meeting results The Campus Improvement Plan/Title I Schoolwide Plan serves as a working guide for the Principal and Instructional Staff to improve student achievement and behavior.</p> <p>Summative - The Campus Improvement Plan/Title I Schoolwide Plan serves as a working guide for the Principal and Instructional Staff to improve student achievement and behavior.</p>
<p>2. Review data to revise CIP to meet current needs. Data includes BOY, MOY, EOY diagnostics assessments, DMAC, STAAR Tests, Special Ed Reports, RTI reports, District Benchmark, Fluency reports, and Accelerated Reading reports. (Title I SW Elements: 2.2,2.4,2.6) (Target Group: All) (Strategic Priorities: 1,2)</p>	<p>Core Subject Teachers, Principal(s)</p>	<p>BOY, MOY, & EOY</p>	<p>(F)Title I, (O)Local Districts</p>	<p>Criteria: Agenda-team meetings Sign-in Sheet Minutes Data from Programs listed</p> <p>Summative - Agenda-team meetings Sign-in Sheet Minutes Data from Programs listed</p>
<p>3. Continue to evaluate materials, textbooks, and programs to ensure ultimate instruction and maximum TEKS coverage and alignment with SWAG while incorporating higher level thinking skills. (Target Group: All) (Strategic Priorities: 1,2)</p>	<p>Campus Site-based Teams, Core Subject Teachers, Principal(s)</p>	<p>school year</p>	<p>(S)Instructional Materials Allotment (IMA), (S)Local Funds</p>	<p>Criteria: Faculty meetings 6 Weeks tests Grade Team meeting agendas</p> <p>Summative - Faculty meetings 6 Weeks tests Grade Team meeting agendas</p>

HARLETON EL

Goal 1. (Student Achievement) Harleton Elementary School will establish a culture of high expectations and ensure academic excellence through engaging, purposeful and rigorous learning experiences that meet the unique needs of all students in order for them to reach their full potential.

Objective 1. Harleton Elementary will monitor student progress and develop interventions to increase student achievement.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
4. Harleton Elementary grade level teams will analyze student performance data weekly, realign small-group and individual Tier II-instruction recipients as needed and provide technology-based enrichment for Tier I students. (Target Group: All) (Strategic Priorities: 2)	Asst. Principal of Student Services, Classroom Teachers, Core Subject Teachers, Principal(s)	school year	(F)Title I, (S)Local Funds	Criteria: Team Meeting Summaries RTI Meeting Notes Summative - Team Meeting Summaries RTI Meeting Notes
5. The percentage of third-grade students who meet grade level in reading will increase from 59-61. (Target Group: 3rd) (Strategic Priorities: 2)	Classroom Teachers, Core Subject Teachers	school year	(F)Title I	Criteria: Based on STAAR scores 2023 Summative - Based on STAAR scores 2023
6. Teachers will utilize technology during instruction to engage students and create interactive lessons. (Target Group: All) (Strategic Priorities: 2)	Classroom Teachers	school year	(F)Title I, (L)Instructional Funds	Criteria: SWAGs Informal Observations TTESS Evaluations
7. Maintain an ESL Program for Grades K-5. Emphasize pre-teaching of vocabulary and writing instruction in the classroom and supported through a bilingual assistant. (Title I SW Elements: 2.5,2.6) (Target Group: ESL) (Strategic Priorities: 2)	Core Subject Teachers, Principal(s)	school year	(F)Title I, (F)Title III Bilingual / ESL, (S)Local Funds	Criteria: StarLab and WinLab Logs, Progress Monitoring Logs
8. School leaders will support the writing process by the examination of student writing samples every month of the academic year. Teachers will implement the writing process, design grade-level rubrics, and provide samples. (Title I SW Elements: 2.2,2.5) (Target Group: All) (Strategic Priorities: 2)	Asst. Principal of Student Services, Classroom Teachers, Core Subject Teachers, Principal(s)	Monthly	(S)Local Funds	Criteria: Writing Samples and Rubrics

HARLETON EL

Goal 1. (Student Achievement) Harleton Elementary School will establish a culture of high expectations and ensure academic excellence through engaging, purposeful and rigorous learning experiences that meet the unique needs of all students in order for them to reach their full potential.

Objective 1. Harleton Elementary will monitor student progress and develop interventions to increase student achievement.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
9. Teachers will monitor progress of economically disadvantaged students and implement interventions as needed to document student growth. (Title I SW Elements: 2.2,2.5) (Target Group: ECD) (Strategic Priorities: 2)	Asst. Principal of Student Services, Classroom Teachers, Principal(s)	school year	(F)Title I, (S)Local Funds	Criteria: Data Meetings, Progress Monitoring Logs,
10. Provide support through specialized and supplemental intervention and dyslexia reading programs. (Title I SW Elements: 2.2,2.5) (Target Group: Dys) (Strategic Priorities: 2)	Classroom Teachers, Core Subject Teachers, Dyslexia specialist, Principal(s)	school year	(S)State Compensatory	Criteria: StarLab logs, Starlab Dyslexia Plans

HARLETON EL

Goal 1. (Student Achievement) Harleton Elementary School will establish a culture of high expectations and ensure academic excellence through engaging, purposeful and rigorous learning experiences that meet the unique needs of all students in order for them to reach their full potential.

Objective 2. Harleton Elementary will support teachers in the implementation of strategies to determine educational gaps due to the Covid 19 interruption of instruction.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. Combine funds from Titles IIA, IID, and V into Title I to provide effective reform strategies to increase the amount and quality of learning time, to provide an accelerated curriculum, and to meet the needs of low-achieving and at-risk students through StarLab tutorials, and 50-minute tutorials during day (Title I SW Elements: 2.2,2.5) (Target Group: All,ECD,AtRisk) (Strategic Priorities: 2,4)	Principal(s)	Each six weeks	(F)IDEA Special Education, (F)Title I, (L)Instructional Funds, (O)Local Districts, (S)State Compensatory	Criteria: All students successfully complete grade level expectations and are promoted to the next grade level. Summative - All students successfully complete grade level expectations and are promoted to the next grade level.
2. Monitor absences and tardies. Conduct phone calls to parents and hold attendance conferences as needed. (Target Group: All)	Campus Office Staff, Director of Student Services, Principal(s)	weekly	(O)Local Districts, (S)State Compensatory	Criteria: Absences Log Tardy Slips Letters to Parents Skyward campus calls Summative - Absences Log Tardy Slips Letters to Parents Skyward campus calls
3. Utilize StarLab and WinLab tutorials, special education tutorials, DMAC reports to provide information upon which to base effective and timely additional assistance to students experiencing difficulties mastering achievement standards (Target Group: All,ECD) (Strategic Priorities: 2)	Classroom Teachers, Core Subject Teachers, Dyslexia specialist, Principal(s)	weekly	(F)IDEA Special Education, (F)Title I, (O)Local Districts, (S)Instructional Materials Allotment (IMA), (S)State Compensatory	Criteria: Paraprofessionals' Schedules Tutorial Schedules Resource Schedule Angel Network logs Summative - Paraprofessionals' Schedules Tutorial Schedules Resource Schedule Angel Network logs
4. Utilize the computer lab and content mastery labs to provide individualized	Asst. Principal of Student Services, Classroom Teachers,	weekly	(F)Title I, (S)Local Funds, (S)State Compensatory	Criteria: Schedules for Computer Lab and StarLab

HARLETON EL

- Goal 1.** (Student Achievement) Harleton Elementary School will establish a culture of high expectations and ensure academic excellence through engaging, purposeful and rigorous learning experiences that meet the unique needs of all students in order for them to reach their full potential.
- Objective 2.** Harleton Elementary will support teachers in the implementation of strategies to determine educational gaps due to the Covid 19 interruption of instruction.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
academic reinforcement- teachers will coordinate lessons across subject areas and technology to bring real world examples to the learning and to allow for more exploration on concepts (Target Group: All,ECD) (Strategic Priorities: 2)	Core Subject Teachers, Principal(s)			Summative - Schedules for Computer Lab and StarLab
5. StarLab and WinLab instruction will monitor student progress through data analysis. Adjustments will be made in content and instructional strategies based upon data collected through assessments, observation and products. Subsequent lessons will be adjusted to address areas of deficiency noted in data. (Target Group: All,ECD,AtRisk,Dys) (Strategic Priorities: 2)	Asst. Principal of Student Services, Classroom Teachers, Dyslexia specialist, Principal(s)	school year	(F)Title I	Criteria: Data will be collected weekly through running records and tutorial assessments in reading; and in observations and tutorial assessments in all other areas. Summative - Data will be collected weekly through running records and tutorial assessments in reading; and in observations and tutorial assessments in all other areas.
6. Data meetings will occur every 6 weeks to discuss and analyze curriculum checks and monitor student progress. (Target Group: All) (Strategic Priorities: 2)	Core Subject Teachers, Principal(s)	every 6 weeks	(F)Title I, (O)Local Districts, (S)State Compensatory	Criteria: Failure Report DMAC Reports Formative - Failure Report DMAC Reports
7. Implement tutorials using StarLab to meet the requirements of House Bill 1416, an amendment to House Bill 4545. (Title I SW Elements: 2.5) (Target Group: 4th,5th)	Classroom Teachers, Principal(s)	school year	(S)Local Funds	Criteria: Sign in Sheets Benchmarks

HARLETON EL

Goal 2. (School Safety) Harleton Elementary will provide a quality learning environment that is positive, safe, and supportive

Objective 1. Harleton Elementary will provide a quality learning environment that is positive, safe, and supportive

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. The PE teacher will conduct Fitnessgram assessments to determine the physical fitness of all KG-5 students. Students will participate in Punt Pass and Kick, field days and basketball tournaments to enrich students' physical activity. (Target Group: All)	Classroom Teachers	Spring	(S)Local Funds	Criteria: Observation of exercises and documentation of amount Summative - Observation of exercises and documentation of amount
2. Require staff to earn CPR certification (Target Group: All)	Principal(s)	Fall	(S)Local Funds	Criteria: Certification Summative - Certification
3. Safety drills will be practiced, monitored and reviewed with staff.(Title Comp. 10) (Target Group: All)	Core Subject Teachers, Custodial Staff, Principal(s)	school year	(L)Instructional Funds	Criteria: Calendar of scheduled events Summative - Calendar of scheduled events
4. Develop schedules and routines through CHAMPS in order for students to be monitored while in class and in transition. (Target Group: All) (Strategic Priorities: 2)	Principal(s)	school year	(S)Local Funds	Criteria: Observation of transitions and classrooms Summative - Observation of transitions and classrooms
5. Monitor the safety of the playground and all playground equipment. (Target Group: All)	Custodial Staff, Principal(s)	monthly	(S)Local Funds	Criteria: Monthly inspections reported to the principal Summative - Monthly inspections reported to the principal
6. All visitors will sign in at the front office using the Raptor system (Target Group: All)	Campus Office Staff	school year	(O)Local Districts	Criteria: Monitor of Visitors

HARLETON EL

Goal 2. (School Safety) Harleton Elementary will provide a quality learning environment that is positive, safe, and supportive

Objective 1. Harleton Elementary will provide a quality learning environment that is positive, safe, and supportive

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
(Strategic Priorities: 2)				Summative - Monitor of Visitors
7. HES will ensure all exterior and classroom doors are kept locked during school hours. (Title I SW Elements: 1.1) (Target Group: All) (Strategic Priorities: 2) (ESF: 3.2)	Asst. Principal of Student Services, Principal, Teacher(s)	Aug-May	(S)Local Funds	Criteria: Weekly door monitoring and documentation

HARLETON EL

Goal 2. (School Safety) Harleton Elementary will provide a quality learning environment that is positive, safe, and supportive

Objective 2. (Objective 2) Harleton Elementary will provide quality instruction and practice of self-care and hygiene.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. Conduct classroom lessons to teach students how to follow health guidelines. Example: washing hands, sneezing into elbow (Title I SW Elements: 2.2) (Target Group: All) (Strategic Priorities: 2)	Classroom Teachers, Principal(s)	school year	(S)Local Funds	Criteria: Classroom observation
2. Instruct students in the use of the well and sick rooms located in the nurse's office. Students will understand what the nurse's office is used for. (Title I SW Elements: 2.4) (Target Group: All)	Campus Office Staff, Classroom Teachers, Principal(s)	school year	(S)Local Funds	Criteria: Nurse's log
3. Ensure hand sanitizer is available to all students and stakeholders. (Title I SW Elements: 2.4) (Target Group: All)	Campus Office Staff, Classroom Teachers, Principal(s)	school year	(S)Local Funds	Criteria: Weekly walk through of building to check stations
4. Ensure classrooms are disinfected daily (Title I SW Elements: 2.3) (Target Group: All) (Strategic Priorities: 1)	Principal(s)	school year	(S)Local Funds	Criteria: Observation

HARLETON EL

Goal 3. (Community Partnerships) Harleton Elementary will maintain positive and productive partnerships with parents and our community to facilitate the success of all students.

Objective 1. Broaden opportunities for communication and cooperation among school, parents, and community to support student success.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
<p>1. Provide parents with timely information about the Title I Schoolwide Program, TEKS, STAAR, TELPAS, local benchmark tests, characteristics of dyslexia, the pre-referral and referral processes, modifications, and accommodations. Also technology available for classroom and home use (Title 1 SW: 6) (Target Group: All) (Title I SW Elements: 1.1,3.1,3.2) (Target Group: All) (Strategic Priorities: 2)</p>	<p>Core Subject Teachers, Curriculum/Special Programs Director, Directors, Harrison Co Special Ed Coop, Principal(s)</p>	<p>school year</p>	<p>(F)IDEA Special Education, (F)Title I, (S)Local Funds</p>	<p>Criteria: Needs Survey Summative - Needs Survey</p>
<p>2. Offer flexible opportunities for parents to meet with teachers such as digital message boards, Remind 101 app, Class Dojo, HISD website, Skylert Message System, and Facebook page (Target Group: All) (Strategic Priorities: 2)</p>	<p>Principal(s)</p>	<p>school year</p>	<p>(F)Title I, (S)Local Funds</p>	<p>Criteria: Parent Conference log, EOY Parent Survey Summative - Parent Conference log, EOY Parent Survey</p>
<p>3. Provide opportunities for parents to be partners in the education of their child: SBDM Committee, ARD Committee, Volunteer Program, Parent Conferences, Phone Conferences – paying particular attention to those students who are at risk of failing in an academic area. (Target Group: All) (Strategic Priorities: 2)</p>	<p>Asst. Principal of Student Services, Parent Volunteers, Principal(s)</p>	<p>each 6 weeks</p>	<p>(F)Title I, (S)Local Funds</p>	<p>Criteria: Notices Agendas Minutes Sign-in Sheets Conference Notes Summative - Notices Agendas Minutes Sign-in Sheets Conference Notes</p>
<p>4. Using AR (Accelerated Reader) as a tool to promote reading and fluency, each grade level will devise a monitoring system and rewards for accomplishing goals. (Target Group: All)</p>	<p>Asst. Principal of Student Services, Core Subject Teachers, Librarian/Media Service, Principal(s), Technology Staff</p>	<p>school year</p>	<p>(S)Local Funds</p>	<p>Criteria: Student Surveys BOY, MOY and EOY reports Fluency Rates Summative - Student Surveys BOY, MOY and EOY reports Fluency Rates</p>

HARLETON EL

Goal 3. (Community Partnerships) Harleton Elementary will maintain positive and productive partnerships with parents and our community to facilitate the success of all students.

Objective 1. Broaden opportunities for communication and cooperation among school, parents, and community to support student success.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
5. Invite all parents to attend an annual planning meeting for the Title I School-wide Program (Target Group: PRE K) (Strategic Priorities: 2)	Curriculum/Special Programs Director	May	(S)Local Funds	Criteria: Notice, agenda, sign-in sheet, minutes Summative - Notice, agenda, sign-in sheet, minutes
6. Provide support to Pre-K parents regarding homework, literacy training and child development issues. (Target Group: ECD)	Director of Student Services, Principal(s), Region 7 ESC	school year	(F)Title I, (S)Local Funds	Criteria: Parent Survey Schedule of parent involvement activities Parent Requests Summative - Parent Survey Schedule of parent involvement activities Parent Requests
7. Conduct Parent Nights for every grade level Kindergarten -5th grade. Parents will receive information concerning at home strategies and academic supports will be shared with all stakeholders in attendance. (Title I SW Elements: 2.1) (Target Group: All) (Strategic Priorities: 2)	Classroom Teachers, Principal(s)	school year	(F)Title I, (S)Local Funds, (S)State Compensatory	Criteria: Sign In Sheets, Parent Surveys

HARLETON EL

Goal 4. (Teacher Support and Retention) Harleton Elementary school will attract, develop and retain world class educators committed to serving each student.

Objective 1. On-going staff development will assure that all students receive quality instruction from highly-qualified staff.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. Continue to seek fully certified candidates with diverse backgrounds and experiences for all openings. (Target Group: All) (Strategic Priorities: 1)	Principal(s)	school year	(F)IDEA Special Education, (F)Title I, (S)Instructional Materials Allotment (IMA), (S)Local Funds, (S)State Compensatory	Criteria: Applications, resumes Summative - Applications, resumes
2. Provide opportunities for staff to attend appropriate content specific training to ensure maintaining a highly qualified staff – provide subs for vertical and horizontal communication between grade levels and subjects (Target Group: All) (Strategic Priorities: 1,2)	Principal(s)	school year	(F)Title IIA Principal and Teacher Improvement, (S)State Compensatory	Criteria: Sign-in Sheets Certificates Summative - Sign-in Sheets Certificates
3. Provide mentors for new teachers (Target Group: All) (Strategic Priorities: 1,2)	Classroom Teachers, Principal(s)	school year	(F)Title IIA Principal and Teacher Improvement	Criteria: Meetings with Principal and Lead Teachers Sign-In Sheets Summative - Meetings with Principal and Lead Teachers Sign-In Sheets

HARLETON EL

Goal 5. (Equity Plan and Board Goals) Harleton Elementary will strive to meet goals that have been set forth in the HISD Equity Plan and the HB 3 Board Goals.

Objective 1. (Objective 1) Educational learning gaps will be address the gap between economically disadvantaged and non economically disadvantaged students. The gap will be less than 10%.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. Provide a mentor program and quality staff development. (Title I SW Elements: 2.5) (Target Group: ECD) (Strategic Priorities: 2)	Asst. Principal of Student Services, Classroom Teachers, Principal(s)	school year	(F)Title I	Criteria: Correlations drawn from new teacher and mentoring survey results; feedback from new teacher study circles.
2. Provide professional development to administrative staff to support teachers' understanding of the district's culturally diverse population (discipline, trauma based, cultural awareness, low SES, gender, etc.) (Title I SW Elements: 2.5) (Target Group: ECD) (Strategic Priorities: 1)	Asst. Principal of Student Services, Classroom Teachers, Principal(s)	school year	(F)Title I	Criteria: Culturally Responsive Observation Results; School discipline data; feedback from the student study circles; feedback from the school based implementation evaluation.

HARLETON EL

Goal 5. (Equity Plan and Board Goals) Harleton Elementary will strive to meet goals that have been set forth in the HISD Equity Plan and the HB 3 Board Goals.

Objective 2. (Objective 2) HES will improve early literacy scores through the use of progress monitoring, small group instruction and phonetic instruction.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. The percent of 3rd grade students that score meets grade level or above on STAAR Reading will increase from 59% to 62%. (Title I SW Elements: 2.5,2.6) (Target Group: 3rd) (Strategic Priorities: 2)	Classroom Teachers, Principal(s)	school year	(S)State Compensatory	Criteria: STAAR Scores, CLI Engage, Brigrance, TPRI
2. The percent of PreK students that score on grade level or above in Reading on the CLI Engage will increase from 70% to 71% by June 2024 (Title I SW Elements: 2.5) (Target Group: PRE K) (Strategic Priorities: 2)	Classroom Teachers, Principal(s)	school year	(S)Local Funds	Criteria: CLI Engage Scores
3. 60% percent of Kindergarten students score Meets Benchmark or higher on the mClass diagnostic assessment. (Title I SW Elements: 2.5) (Target Group: K) (Strategic Priorities: 2)	Classroom Teachers, Principal(s)	school year	(S)Local Funds	Criteria: TPRI Scores
4. 70% of 1st and 2nd grade students meet the benchmark five categories of mClass or iReady diagnostic assessment. (Title I SW Elements: 2.5) (Target Group: 1st,2nd) (Strategic Priorities: 2)	Classroom Teachers, Principal(s)	school year	(S)Local Funds	Criteria: TPRI Scores

Title I Schoolwide Program Components

- **Component 1**

A comprehensive needs assessment of the entire school based on information on the performance of children in relation to the state content and student performance standards.

- **Component 2**

Schoolwide reform strategies that provide opportunities for all children to meet the state's proficient and advanced levels of student performance; use effective methods and instructional strategies based on scientifically based research; include strategies to address the needs of all children; and are consistent with, and are designed to implement, the state and local improvement plans, if any.

- **Component 3 Instruction by highly qualified teachers**

- **Component 4 High-quality, ongoing professional development**

- **Component 5 Strategies to attract high-quality highly qualified teachers**

- **Component 6 Strategies to increase parent involvement**

- **Component 7 Plans for assisting preschool children in the transition from early childhood programs to local elementary schools**

- **Component 8 Measures to include teachers in the decisions regarding the use of academic assessments**

- **Component 9**

Activities to ensure that students who experience difficulty mastering the proficient or advanced levels of academic achievement standards shall be provided with effective, timely additional assistance

- **Component 10**

Coordination and integration occurs between federal, state, and local services and programs including NCLB, violence prevention, nutrition, housing, Head Start, adult education, vocational, technical education and job training programs

Comprehensive Needs Assessment

Demographics

Demographics Summary

2. What is the breakdown by ethnicity, gender, or other category?

Total enrollment 331

Boys 164

Girls 167

Hispanic 0

black/african american 4

White approx 291

Two or more races/ethnicities approx 36

3. How has the enrollment changed over the past three years?

Enrollment dropped in the past 2 yrs., and grew this year. The drop was due to residency requirements & families moving out of the district to larger cities. Similarly, some students have returned from homeschooling or private schooling. Also, we have received new families moving into our district this school year. We have several families that have moved off the transfer list and into the district as residents. We also have students whose families are building new construction within the district.

4. What is the number of students in each special program?

ESL 4

GT 19

Section 504 11

Special Education 46

How do these program numbers look broken up by ethnicity, gender, or other category?

At Risk Total Has not been totaled for the 23-24 school year

Hispanic

black/african American

white

Two or more races/ethnicities

Comprehensive Needs Assessment

Demographics Summary (Continued)

ESL Total 4
hispanic 4

GT Total 19
*white 16
*Two or more races/ethnicities 3

Section 504
Total 11
black/african American
White 11

Sped Total 46
Hispanic 1
White 40
Black/african american 2
Two or more races/ethnicities 3

Eco/DisTotal 186
Hispanic 14
black/african american 6
White 157
Two or more races/ethnicities 9

Foster Total 0
White

Comprehensive Needs Assessment

Demographics Summary (Continued)

12. What are the teacher/student ratios?

Approx 18 students per 1 teacher

Student Achievement

Student Achievement Strengths

Student Achievement Summary

1. How is student achievement data disaggregated?

?STAAR data is disaggregated by administration and the staff. Six weeks tests and benchmarks are also examined throughout the year in order to make adjustments to lessons and pacing. RTI meetings are held to discuss progress of struggling students.

School Culture and Climate

School Culture and Climate Summary

4. What does the data reflect regarding student behaviors, discipline, etc.?

Our discipline referrals decreased in 2022-23 compared to 2021-22. The decrease reflects the in-class routines/procedures that teachers utilize with students to engage them in learning. We also implemented CHAMPS, a campus-wide behavior support system that encourages positive conduct throughout school.

Comprehensive Needs Assessment

Staff Quality, Recruitment and Retention

Staff Quality, Recruitment and Retention Summary

How are follow-up data regarding teacher performance provided to teachers?

Teachers can access all feedback by logging into DMAC and reading the reports in TTESS. We also invite teachers to meet with administrators should they have questions regarding follow-up data.

Curriculum, Instruction and Assessment

Curriculum, Instruction and Assessment Summary

What evidence exists to determine that the curriculum is clearly linked to the TEKS and other standards for student learning?

Our district subscribes to learninglist.com. Each program is researched in order to establish how much of the program is aligned to the TEKS.

Family and Community Involvement

Family and Community Involvement Strengths

Family and Community Involvement Summary

What evidence exists that families and community members are involved in meaningful activities that support students' learning?

Comprehensive Needs Assessment

Family and Community Involvement Summary (Continued)

Meeting notes and sign in sheets are obtained and filed as record.

What are the activities?

Parent volunteers

CATs meetings

Newsletters

Which parents and community members are involved?

Various parents that represent each grade level

All parents and members are invited.

School Context and Organization

School Context and Organization Summary

How do teachers have a voice in decision making and school policies?

Teachers complete surveys to vote on changes. Leadership teams are formed in order to guide the decision making process. Faculty meetings are held to discuss school policy. Newsletters are sent to keep staff updated and inform everyone of any changes.

Technology

Technology Summary

1. What technology do we have?

Students have access to chromebooks, ipads, smartboards, and laptops. HES is a one to one campus utilizing chromebooks.

Comprehensive Needs Assessment

Other

Comprehensive Needs Assessment Data Sources

Disaggregated STAAR Data
Discipline Referrals
Drop-out Rates
Expulsion/Suspension Records
Failure Lists
Highly Qualified Staff
Maintenance Records
Multi-Year Trends
Parent Participation
PEIMS Reports
Promotion/Retention Rates
Report Card Grades
Semester Exam Grades
Special Programs Evaluations
Staff Development
Staff/Parents/Community/ Business members involved w/SBDM
Standardized Tests
Survey and Interviews of Students/Staff/Parents
Teacher Turnover Rates

HARLETON J H
Campus Improvement Plan
2023/2024



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Harleton ISD

Superintendent

Jay Ratcliff

Board of Trustees

Pat McGill

Brian Degner

Brad Nixon

Harvey Fox

Kevin Wright

Jacob Muehlstein

Harleton JH Site-Based Decision Making Committee

Name	Position
Ready, Melinda	Principal
Winsted, Kim	Counselor
Hargett, Jennifer	Science Teacher
Faulkner, Bradley	Teacher
Penhallegon, Tammy	Math Teacher
Minor, Jana	Special Education Teacher
Tidwell, Sonya	Teacher
Cheryl, Hardy	Teacher
Sears, Rachel	Parent

HARLETON J H

Goal 1. Conduct a Comprehensive Needs Assessment of Harleton Junior High.

Objective 1. Discover findings related to all aspects of the operation of the campus.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. A Campus Site-Based Committee will review multiple sources of data to identify campus strengths and weaknesses in student academic performance, school culture and climate, staff quality, curriculum and instruction, family and community involvement, school context and organization, and technology. (Target Group: All) (Strategic Priorities: 2)	Campus Site-based Teams	January-June	(S)Local Funds	Criteria: Surveys, test data Summative - Comprehensive Needs Assessment Summary

HARLETON J H

Goal 2. Increase student achievement and student academic success for all students by strengthening educational programs in core areas with additional support for specific areas and targeted populations.

Objective 1. Increase student achievement in core areas: English/Language Arts, Reading, Math, Science, and Social Studies to achieve an "A" rating District and Campus accountability.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. Teachers will plan and make instructional accommodations for students identified as "not making progress" based on local assessment data from 2022-2023 during the academic period and regular class periods. (Target Group: 6th,7th ,8th) (Strategic Priorities: 2)	Classroom Teachers, Core Subject Teachers, Counselor(s), Curriculum/Special Programs Director, Principal(s)	Weekly	(S)Local Funds, (S)State Compensatory	Criteria: test data, growth charts Formative - Lesson Plans, Academic Period Rosters.
2. Teachers will use previous school year accountability and state assessment data of sub-groups to inform their instructional practice as they plan instruction for the school year. (Target Group: 6th,7th ,8th)	Core Subject Teachers, Curriculum/Special Programs Director, Principal(s)	weekly	(S)Local Funds, (S)State Compensatory	Criteria: growth charts, test data 09/08/23 - On Track
3. Teachers will create and implement lesson plans aligned to the TEKS and the state assessment system through use of a Six Weeks at A Glance plan. (Target Group: All)	Classroom Teachers, Principal(s)	Each Six Weeks	(S)Local Funds, (S)State Compensatory	Criteria: lesson plans, SWAGs Formative - Lesson Plans
4. Teachers will make and administer 6 Week comprehensive tests and score them using DMAC and/ or TFAR to assess student mastery of the TEKS to inform their instructional planning. (Target Group: 6th,7th ,8th)	Core Subject Teachers	Each Six Weeks	(S)Local Funds, (S)State Compensatory	Criteria: DMAC data Formative - 6 Weeks Assessments and Benchmark Data.
5. Core teachers will give a STAAR Benchmark assessment using DMAC and/or TFAR and examine the data of subgroups in order to provide remediation and reteaching for TEKS not mastered prior to the STAAR tests. (Target Group: 6th,7th ,8th)	Core Subject Teachers	January-April	(S)Local Funds, (S)State Compensatory	Criteria: DMAC data STAAR results Formative - Benchmark Assessments and Benchmark Data.
6. Teachers and staff will track individual student progress on key assessments and implement interventions during lab time throughout the year. Teachers will utilize this period to provide	Classroom Teachers, Counselor(s), Principal(s)	Weekly	(S)Local Funds, (S)State Compensatory	Criteria: DMAC data STAAR results Formative - Results from 6 week assessments, benchmarks, and

HARLETON J H

Goal 2. Increase student achievement and student academic success for all students by strengthening educational programs in core areas with additional support for specific areas and targeted populations.

Objective 1. Increase student achievement in core areas: English/Language Arts, Reading, Math, Science, and Social Studies to achieve an "A" rating District and Campus accountability.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
additional time for tutoring/remediating skills. (Target Group: 6th,7th ,8th)				previous STAAR data.
7. Provide at least one period a day in the STAAR tested areas to provide tutoring and targeted reinforcement for students needing assistance. (Target Group: AtRisk)	Core Subject Teachers, Principal(s)	all year	(S)State Compensatory	Criteria: Student growth DMAC data STAAR results Formative - Benchmark test results, nine-week grades, STAAR results
8. Paraprofessionals will provide academic assistance to at risk, special education, and general education students by going into classrooms and working with small groups and by pulling students out for one-on-one instruction. (Target Group: All,SPED,AtRisk,6th,7th ,8th)	Classroom Teachers, Principal(s)	all year	(S)Local Funds, (S)State Compensatory	Criteria: Student growth Formative - Six weeks grades, benchmark and STAAR results.
9. Examine staffing patterns, and adjust teaching assignments and the master schedule in an effort increase performance in deficient core areas. (Target Group: All)	Principal(s)	Yearly	(S)Local Funds	Criteria: Student growth Formative - Benchmark and STAAR results

HARLETON J H

Goal 2. Increase student achievement and student academic success for all students by strengthening educational programs in core areas with additional support for specific areas and targeted populations.

Objective 2. Students will be identified, placed and served in the appropriate programs that meet their diverse needs including special education, ESL, gifted, and atrisk.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. Teachers will offer tutorials to all students that need additional instruction and assistance for core academic subjects before and after school as needed. (Target Group: All)	Core Subject Teachers, Counselor(s), Principal(s)	weekly	(S)Local Funds, (S)State Compensatory	Criteria: STAAR results student growth Formative - Tutorial attendance, progress reports, and 6 week grades.
2. The campus counselor will identify and serve students that are in need of additional services through appropriate committees (Rtl, 504, ARD, LPAC, G/T, etc.) in order to meet individual academic needs. (Target Group: ESL,Migrant,EB,SPED,GT,AtRisk,Dys,504)	Classroom Teachers, Counselor(s), Curriculum/Special Programs Director, Principal(s)	weekly	(S)State Compensatory	Criteria: student growth Summative - Minutes of committee meetings, record of referrals to special programs

HARLETON J H

Goal 2. Increase student achievement and student academic success for all students by strengthening educational programs in core areas with additional support for specific areas and targeted populations.

Objective 3. Provide targeted assistance for all core subjects and special education students in order to increase performance on STAAR in all areas.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. Provide lesson planning assistance in order to target high needs readiness and supporting standards. (Target Group: All,6th,7th ,8th) (Strategic Priorities: 3)	Core Subject Teachers, Curriculum/Special Programs Director, Principal(s)	each six weeks	(S)Local Funds	Criteria: Student growth Lesson plans
2. Use regular benchmark assessments in order to track student performance and identify students in need of assistance. (Target Group: All)	Core Subject Teachers, Curriculum/Special Programs Director, Principal(s)	each six weeks	(S)Local Funds	Criteria: Data results student growth Benchmark results
3. Using student data from previous STAAR tests, plan targeted educational supports to ensure students in need of Accelerated Instruction receive the appropriate support and instruction (Target Group: 6th,7th ,8th) (Strategic Priorities: 4)	Classroom Teachers, Core Subject Teachers, Counselor(s), Principal(s)	each six weeks	(S)Local Funds	Criteria: Provide accelerated Instruction to all students who scored "did not meet" on STAAR assessments. Use student data to plan targeted educational supports to ensure students requiring accelerated instruction receive appropriate supplement instruction. 09/08/23 - On Track

HARLETON J H

Goal 2. Increase student achievement and student academic success for all students by strengthening educational programs in core areas with additional support for specific areas and targeted populations.

Objective 4. Provide increased instructional time in all core areas in order to maintain and improve STAAR scores.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. Continue with the master schedule as a 7 period day providing additional minutes of instruction to each class period. (Target Group: All)	Core Subject Teachers, Principal(s)	daily	(S)Local Funds	Criteria: student growth Formative - benchmark STAAR data
2. Provide Reading and Math lab periods in order to target struggling students. (Target Group: 7th) (Strategic Priorities: 3)	Core Subject Teachers	daily	(S)Local Funds	Criteria: Student growth STAAR results DMAC data Increase student academic progress in order to prepare them for High School and college Summative - lesson plans

HARLETON J H

Goal 3. Recruit, develop, and retain a well trained, motivated, and caring staff to assure a positive learning and work environment at Harleton Junior High.

Objective 1. Provide quality professional development opportunities for teachers and staff.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. Provide inexperienced teachers with professional development targeting classroom management, instructional strategies, and content development. (Target Group: All)	Counselor(s), Curriculum/Special Programs Director, Principal(s)	monthly	(S)Local Funds	Criteria: walkthrough evaluations Formative - Feedback from ESC staff, Professional Development Certificates, TTESS evaluations
2. Provide regular meeting times with faculty in order to enhance their knowledge of instructional practice and students needs. (Target Group: All)	Classroom Teachers, Counselor(s), Curriculum/Special Programs Director, Principal(s)	monthly	(S)Local Funds	Criteria: staff growth and development Formative - Staff meeting sign in sheets and agendas
3. Provide and support professional development opportunities for all teachers in order to enhance their content and pedagogical knowledge. (Target Group: All)	Counselor(s), Curriculum/Special Programs Director, Principal(s)	Monthly	(S)Local Funds	Criteria: professional growth Formative - Professional Development Certificates
4. Partner with local universities and Regional Education Service Centers in order to attract the best pool of applicants for positions. (Target Group: All)	Principal(s), Superintendent	Yearly	(S)Local Funds	Criteria: retention and attraction of highly qualified teachers Formative - TTESS evaluations of new hires, employment placements resulting from partnerships
5. Provide teachers with professional development opportunities through ESC 7 and local peer to peer mentoring in order to grow and retain effective staff members. (Target Group: All)	Classroom Teachers, Curriculum/Special Programs Director, Principal(s)	Monthly	(S)Local Funds, (S)State Compensatory	Criteria: professional growth Formative - Professional Development Certificates, mentoring records

HARLETON J H

Goal 3. Recruit, develop, and retain a well trained, motivated, and caring staff to assure a positive learning and work environment at Harleton Junior High.

Objective 1. Provide quality professional development opportunities for teachers and staff.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
6. Provide professional development opportunities and up to date information for all staff through use of Staff Google Classroom. (Target Group: All) (Strategic Priorities: 1)	Classroom Teachers, Principal(s)	August through May	(S)Local Funds	Criteria: staff growth professional growth 09/08/23 - On Track

HARLETON J H

Goal 3. Recruit, develop, and retain a well trained, motivated, and caring staff to assure a positive learning and work environment at Harleton Junior High.

Objective 2. Provide and develop seamless programs through leveraging staff members across the district.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. Coordinate schedules between campuses in order to utilize existing staff between junior high and high school. (Target Group: All)	Principal(s)	Yearly	(S)Local Funds, (S)State Compensatory	Criteria: Teachers promptly arrive Formative - Campus master schedules
2. Provide for vertical teaming in core areas and non-core areas in order to strengthen programs. (Target Group: All)	Principal(s), Superintendent	Each 6 Weeks	(S)Local Funds	Criteria: Provide information and ideas to implement in the classroom to increase student scores Formative - 6 week grades, minutes of teaming meetings

HARLETON J H

Goal 4. Provide staff and students with highly qualified and supportive administrative leadership.

Objective 1. Provide staff and students of Harleton Junior High with highly qualified and supportive principal leadership.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. In order to be informed on educational issues impacting the junior high, the principal will participate in the Principal's Leadership Meetings at ESC 7, and other professional development opportunities deemed necessary. (Target Group: All)	Principal(s), Superintendent	monthly	(S)Local Funds	Criteria: Leadership growth Formative - Professional Development Certificates, Principal Evaluation
2. Provide the staff with opportunities to connect data to the state accountability system. (Target Group: All)	Principal(s)	Each 6 Weeks	(S)Local Funds, (S)State Compensatory	Criteria: student growth data results Formative - Meeting agendas, Data Analysis from assessments
3. Provide positive resources for students that focus on issues impacting the culture and climate of the campus such as drug abuse, bullying, cancer awareness, and character building. Implement Principal's Principles character building into the morning announcements. (Target Group: All)	Classroom Teachers, Counselor(s), Principal(s)	Monthly	(S)Local Funds	Criteria: Monitor implementation and training of programs and adjust as needed Formative - Program participation rates, Discipline records
4. Provide staff with regular opportunities to provide feedback on day to day campus operations, campus programs, and issues affecting campus culture and climate through various means including staff meetings, surveys, and individual face to face meetings. (Target Group: All)	Principal(s)	Monthly	(S)Local Funds	Criteria: -analyze survey feedback Formative - Meeting agendas and sign in sheets
5. Provide information to staff regarding newsletters, professional development and timelines. (Target Group: All) (Strategic Priorities: 1)	Principal(s)	All Year	(S)Local Funds	Criteria: Provide information to all campus staff members 09/08/23 - On Track

HARLETON J H

Goal 5. Create positive parent and community partnerships through multiple means of communication and cooperation to support the district's mission.

Objective 1. Encourage family and community involvement through various opportunities to support the mission of Harleton Junior High.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. The campus will host a "Meet the Teacher" event at the beginning of the school year to provide parents with an opportunity to meet their child's teachers. (Target Group: All)	Classroom Teachers, Counselor(s), Principal(s)	August	(S)Local Funds	Criteria: Parents actively involved in school activities Formative - Parent sign in sheets
2. Host informative meetings regarding campus happenings for parents and community members at Harleton Junior High. (Target Group: All)	Principal(s)	Each Semester	(S)Local Funds	Criteria: Parents are actively involved and participate in campus events. They are knowledgeable in academic topics Formative - Participation data and sign in sheets
3. Harleton Junior High will partner with parents and community members to sponsor educational school and field based experiences for students. (Target Group: All)	Classroom Teachers, Counselor(s), Principal(s)	Each semester	(S)Local Funds	Criteria: Parents are actively involved and participate in campus events. They are knowledgeable in academic topics Formative - Student participation in school and field based experiences.

HARLETON J H

Goal 5. Create positive parent and community partnerships through multiple means of communication and cooperation to support the district's mission.

Objective 2. Promote and strengthen positive parent and community relationships, and enhance trust through the use various methods of communication.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. The campus staff will use the district website, Facebook, and school wide messenger applications as means of providing families and community members with up to date information concerning school operations, current events, and general announcements. (Target Group: All)	Classroom Teachers, Counselor(s), Principal(s)	weekly	(S)Local Funds	Criteria: Parents will be partners with educators in the education of their children Formative - Parent and community surveys, and feedback
2. Student progress reports will be distributed at the end of the third week of each six week grading period. (Target Group: All)	Classroom Teachers, Principal(s)	each six weeks	(S)Local Funds	Criteria: Parents will be partners with educators in the education of their children Formative - Progress reports
3. Parents will have access to their student's grades and attendance reports at any time through the use of an online portal in Skyward. (Target Group: All)	Classroom Teachers, Director of Technology, Principal(s)	daily	(S)Local Funds	Criteria: Parents will be partners with educators in the education of their children Formative - Parental feedback, surveys
4. Teachers will be available for and promote parent-teacher conferences. (Target Group: All)	Classroom Teachers, Counselor(s), Principal(s)	Weekly	(S)Local Funds	Criteria: Children's education will be a partnership between parents and educators Formative - Record of Teacher-Parent contact, Teacher evaluations
5. The staff of Harleton Junior High will communicate, encourage, support, and celebrate student success by sending positive postcards to parents/guardians of	Classroom Teachers, Counselor(s), Principal(s)	weekly	(S)Local Funds	Criteria: Promote a positive school culture and instill pride in students Formative - Record of referrals

HARLETON J H

Goal 5. Create positive parent and community partnerships through multiple means of communication and cooperation to support the district's mission.

Objective 2. Promote and strengthen positive parent and community relationships, and enhance trust through the use various methods of communication.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
students and recognizing students with positive office referral and student of the month. (Target Group: All)				and recognitions

HARLETON J H

Goal 6. Provide well-maintained instructional and support facilities, while providing a safe, secure and disciplined but supportive learning environment for students and staff.

Objective 1. The staff of Harleton Junior High will respond to crisis situations in an organized and professional manner.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. Coaches and appropriate staff will be trained in CPR and first aid. (Target Group: All)	Curriculum/Special Programs Director, Principal(s)	August	(S)Local Funds	Criteria: Safety training Formative - Professional Development Certificates
2. A team of staff members at Harleton Junior High will receive restraint training. (Target Group: All)	Classroom Teachers, Curriculum/Special Programs Director, Principal(s)	August	(S)Local Funds	Criteria: Provide training to designated staff Formative - Restraint Training Certifications
3. The staff of Harleton Junior High will review the procedures in the Emergency Operations Plan. (Target Group: All)	Classroom Teachers, Counselor(s), Principal(s)	August	(S)Local Funds	Criteria: Training and practice on emergency protocols for all staff Formative - Staff evaluations, surveys
4. Harleton Junior High will conduct monthly (or time appropriate) safety drills: fire, tornado, intruder, and shelter-in-place. (Target Group: All)	Classroom Teachers, Counselor(s), Principal(s)	Monthly	(S)Local Funds	Criteria: Monthly training and practice drills on emergency protocols for all staff Formative - Documentation of drills
5. All visitors will have to provide a state identification that will be processed by the RAPTOR system. (Target Group: All)	Campus Office Staff, Principal	daily	(S)Local Funds	Criteria: Training and practice for office staff 09/08/23 - On Track
6. All campus entrances will remain locked throughout the day. All visitors must be granted entry and check in through the office. (Target Group: All)	Campus Office Staff, Principal, Teacher(s)	daily	(S)Local Funds	Criteria: formative 09/08/23 - On Track

HARLETON J H

Goal 6. Provide well-maintained instructional and support facilities, while providing a safe, secure and disciplined but supportive learning environment for students and staff.

Objective 2. All students will be educated in learning environments that are safe, drug-free, conducive to learning, and stress healthy lifestyle choices.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. Coaches and physical education teachers will be trained to administer the appropriate components of the Fitness Gram to students, report results and promote healthy lifestyle habits. (Target Group: All)	Classroom Teachers, Principal(s)	Spring	(S)Local Funds	Criteria: Instill and promote healthy lifestyle habits Formative - Record of Fitness Gram participation
2. Students will observe Red Ribbon Week and participate in Red Ribbon activities. (Target Group: All)	Classroom Teachers, Counselor(s), Principal(s)	October	(S)Local Funds	Criteria: Promote and instill healthy lifestyle habits Formative - Participation rate in activities
3. Harleton Junior High will make available programs, school counseling services, and reporting mechanisms for students related to bullying. (Target Group: All)	Classroom Teachers, Counselor(s), Principal(s)	Daily	(S)Local Funds	Criteria: Conduct lessons for students throughout the year. Formative - Evaluation of discipline referrals, counseling referrals, reported referrals
4. Harleton Junior High will monitor students' activities through use of personnel, video cameras, and computer tracking means when and where appropriate to ensure student safety and a healthy environment. (Target Group: All)	Classroom Teachers, Counselor(s), Principal(s)	Daily	(S)Local Funds	Criteria: Continued monitoring of security measures throughout campus. Formative - Incident reports, discipline referrals
5. In order to promote an orderly learning environment, Harleton Junior High will implement a discipline management plan that provides guidelines for consequences by taking into account the offending behavior of the student as well as the number of offenses.	Board of Trustees, Classroom Teachers, Counselor(s), Principal(s), Superintendent	Daily	(S)Local Funds	Criteria: Monitoring of discipline statistics. Incident reports, referrals, teacher surveys

HARLETON J H

Goal 6. Provide well-maintained instructional and support facilities, while providing a safe, secure and disciplined but supportive learning environment for students and staff.

Objective 2. All students will be educated in learning environments that are safe, drug-free, conducive to learning, and stress healthy lifestyle choices.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
(Target Group: All)				
6. Implement a character education program that includes positive character traits and personal skills. (Target Group: 6th,7th ,8th)	Counselor(s), Parent Volunteers, Principal	yearly	(S)Local Funds	Criteria: Promote a positive school culture and instill pride in students. 09/08/23 - On Track

HARLETON J H

- Goal 6.** Provide well-maintained instructional and support facilities, while providing a safe, secure and disciplined but supportive learning environment for students and staff.
- Objective 3.** The staff of Harleton Junior High will recognize and reward positive behaviors and traits of students in an effort to improve the overall climate and culture of the campus.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. The staff of Harleton Junior High will recognize and reward students with "positive office referrals" for good deeds and exemplary efforts not related to academic performance. (Target Group: All)	Classroom Teachers, Principal(s)	monthly	(S)Local Funds	Criteria: Promote a positive school culture and instill pride in students. Summative - Positive Office Referral data.
2. The staff of Harleton Junior High will recognize a "student of the month" for exemplary academic and leadership efforts at monthly school board meetings. (Target Group: All)	Board of Trustees, Classroom Teachers, Principal(s), Superintendent	monthly	(O)Local Districts	Criteria: Promote a positive school culture and instill pride in students. Summative - nominations for student of the month
3. The staff of Harleton Junior High will recognize exemplary efforts and character with "Positive Postcards" mailed home to parents of students. (Target Group: All)	Classroom Teachers, Principal(s)	monthly	(O)Local Districts	Criteria: Promote a positive school culture and instill pride in students. Summative - postcards mailed home
4. The staff of Harleton Junior High will provide students with the opportunity to earn at least one student level incentive activity each semester of the school year. (Target Group: All)	Classroom Teachers, Principal(s)	each semester	(S)Local Funds	Criteria: Instill pride in students and promote a positive school culture. Summative - participation in student incentives.

HARLETON J H

Mission

It is the MISSION of Harleton Junior High to prepare students to become college and career ready as they enter high school by ensuring that every student has access to quality instruction that enables them to become productive, competitive citizens globally, socially, economically, and educationally.

Vision

It is the VISION of Harleton Junior High to promote excellence in education by preparing students to become productive citizens as well as life-long learners. Each student will be provided the opportunity to reach his or her potential utilizing qualified, effective and caring teaching personnel with developmentally appropriate curriculum that emphasizes critical thinking. Community and staff relations will be enhanced through effective communication. All available financial resources will be utilized to achieve the campus mission.

Nondiscrimination Notice

HARLETON J H does not discriminate on the basis of race, color, national origin, sex, or disability in providing education services, activities, and programs, including vocational programs, in accordance with Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Educational Amendments of 1972; and section 504 of the rehabilitation Act of 1973; as amended.

Comprehensive Needs Assessment

Comprehensive Needs Assessment Data Sources

Disaggregated STAAR Data
Discipline Referrals
Drop-out Rates
Failure Lists
Federal Program Guidelines
Highly Qualified Staff
Maintenance Records
Multi-Year Trends
Parent Participation
PEIMS Reports
Promotion/Retention Rates
Report Card Grades
Semester Exam Grades
Special Programs Evaluations
Staff Development
Staff/Parents/Community/ Business members involved w/SBDM
Standardized Tests
Survey and Interviews of Students/Staff/Parents
Teacher Turnover Rates

Harleton Junior High Site Based Committee

Campus Improvement Plan 2023-2024

Name	Position	Signature
Melinda Ready	Principal	Melinda Ready
Kim Winsted	Counselor	Kim Winsted
Jennifer Hargett	Science Teacher	Jennifer Hargett
Bradley Faulkner	Teacher	Bradley Faulkner
Tammy Penhallegon	Math Teacher	Tammy Penhallegon
Jana Minor	Special Education Teacher	Jana Minor
Sonya Tidwell	Teacher	Sonya Tidwell
Cheryl Hardy	Teacher	Cheryl Hardy
Rachel Sears	Parent	Rachel Sears

HARLETON ISD

District Improvement Plan

2023/2024

Harleton ISD: A League of Our Own

*2022-2023 District Rating by the Texas Education Agency
Pending TEA Release*



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Date Reviewed:

DMAC Solutions ®

Page 1 of 31

Date Approved:

11/1/2023

HARLETON ISD

Mission

Harleton ISD seeks to be the premier district in East Texas.

Nondiscrimination Notice

HARLETON ISD does not discriminate on the basis of race, color, national origin, sex, or disability in providing education services, activities, and programs, including vocational programs, in accordance with Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Educational Amendments of 1972; and section 504 of the rehabilitation Act of 1973; as amended.

Summary of the Comprehensive Needs Assessment Process

The Comprehensive Needs Assessment for the development of the 2023-2024 District Improvement Plan (DIP) is a continuation of the work from previous years, and includes input from several stakeholder groups, including the needs of the campuses, parent, family, community, and business representatives, and the District Site-Based Decision-Making Committee. Guidance is provided by the Harleton ISD Superintendent and Board of Trustees.

While the Comprehensive Needs Assessment is an ongoing process, the goals, objectives, and strategies have been updated to reflect new and changing needs in response to the pandemic caused by the coronavirus. Strategies will be revised and updated as new needs arise. Timely and meaningful consultation with all required stakeholders is achieved through a variety of formats, including:

- Site-based meetings held periodically throughout the year, as specified by district policy
- Formal and informal feedback
- Surveys
- Quarterly reviews of benchmark data
- School board meetings

Harleton Independent School District utilizes the Multiple Measures of Data model provided by Dr. Victoria Bernhardt which incorporates both quantitative and qualitative data at both the district and campus levels, and emphasizes the following four areas:

- Who are we? (Demographics)
- How well do we do business? (Perceptions)
- How are our students doing? (Student Achievement)
- What are our procedures, methods, and practices? (Processes and Programs)

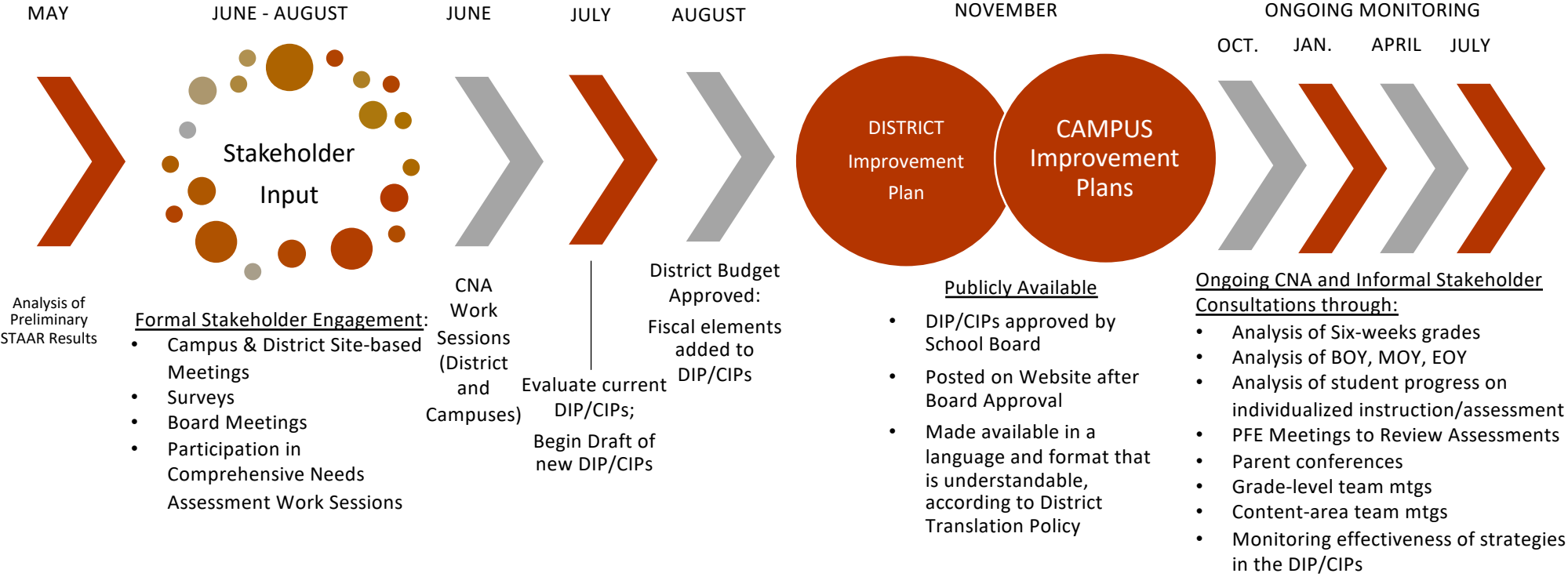
Through an analysis of the data, and utilizing a root cause analysis protocol, strengths, needs, and root causes are identified. Strategies are then developed based on the identified root causes. Finally, stakeholders use a voting method to prioritize strategies with the most potential for having a positive impact on student outcomes.

The purpose of this process is to provide a clear vision, leadership, and guidance for the district and to support all campuses in Harleton ISD in providing quality and equitable opportunities for all students.

The District Improvement Plan is available as hard copy at the District Administration Building, and electronically on the district website at Harleton ISD website. **The plan is in English and made available in Spanish upon request.**

The following timeline is used to develop, monitor, review, revise, and evaluate the ongoing process of the Comprehensive Needs Assessment and evaluate the plan for effectiveness.

Comprehensive Needs Assessment Timeline



HARLETON ISD Site Base

Name	Position
Ratcliff, Jay	Superintendent
Winsted, Kimberly	District Counselor
Darby, Kerri	Elem Assistant Principal
Meshell, Stacey	Elementary Teacher
Faulkner, Bradley	Jr High Teacher
Ratcliff, Honey	High School Assistant Principal
Coyne, Tina	Special Education
Newman, Patricia	CTE Professional
Howeth, Lori	Community Member
Cox, Tina	Business Manager
Brown, Blake	District Administrator
Brock, Crystal	Campus Administrator
Norman, Bree	District Manager
Jones, Traci	District Manager
Jones, Kevin	District User
Ready, Melinda	Campus Administrator
Harper, Mike	Maintenance and Transportation
Walker, Meagan	Campus Manager
Clynch, Kim	Librarian
Ratcliff, Honey	Campus Administrator
Wilson, Brandy	parent
Wright, Gwen	High School Teacher

Comprehensive Needs Assessment

Demographics

Demographics Data Sources

PEIMS Reports

Demographics Strengths

The percent of Economically Disadvantaged students (46.2%) is below the state average (60.3%).
The percent of English Learners (1.3%) is significantly below the state average (20.7%).
The percent of At-Risk students (32.1%) is below the state average (49.2%).
The student mobility rate (10.1%) is lower than the state average (13.8%).
Average class sizes are smaller than the state average in all grades:

Elementary:

Kindergarten District=18.3 State=17.7
Grade 1 District=18.0 State=18.0
Grade 2 District=17.0 State=18.0
Grade 3 District=15.0 State=18.2
Grade 4 District=13.3 State=18.3
Grade 5 District=18.0 State=19.8
Grade 6 District=13.7 State=19.4

Secondary:

English/Language Arts District=9.7 State=15.7
Foreign Languages District=12.6 State=17.8
Mathematics District=10.5 State=16.9
Science District=10.4 State=17.9
Social Studies District=11.9 State=18.3

Demographics Weaknesses

The Retention Rate is significantly higher than the state average in Kindergarten and Grade 1:

- Kindergarten (8.0%); State (1.4%)

Comprehensive Needs Assessment

Demographics Weaknesses (Continued)

- Kindergarten Special Education (25.0%); State (4.8%)
- Grade 1 (2.4%); State (1.9%)
- Grade 5 (4.3%); State (0.2%)
- Grade 5 Special Education (12.5%); State (0.3%)

Student Achievement

Student Achievement Data Sources

Disaggregated STAAR Data
Drop-out Rates
Graduation Records

Student Achievement Strengths

The overall student performance rate is at or above state performance levels.
Strong attendance rate.
Dropout rate is 0%.
100% of students are on the Recommended (or higher) Graduation Plans.
Masters Grade level increased by 9-20%.

Student Achievement Weaknesses

Based on the 20-21 TAPR report, there is a sharp decrease of at least 20% between meets and masters on the STAAR test.

Comprehensive Needs Assessment

Student Achievement Needs

There is a need to provide early exposure to various career opportunities with emphasis on the necessary and recommended educational requirements.

There is a need to provide additional support for students who are need of intervention.

Student Achievement Summary

Students in Harleton ISD perform well overall. However, there are gaps between the Economically Disadvantaged student group and the All Students group. More support is needed for the Economically Disadvantaged students and their families.

School Culture and Climate

School Culture and Climate Data Sources

Staff/Parents/Community/ Business members involved w/SBDM
Survey and Interviews of Students/Staff/Parents

School Culture and Climate Strengths

Students feel safe. (87%)

Students feel like they have someone to talk to. (82%)

Students feel staff encourages them to do their best. (80%)

School Culture and Climate Weaknesses

45% of students in Jr. High / High School felt disrespected by staff.

62% of students in Jr. High / High School felt that school rules were unfair.

Comprehensive Needs Assessment

School Culture and Climate Needs

There is a need to communicate the reasons for the rules and expectations.
Using a pre- and post-survey in early fall and before testing "season" would be helpful.

School Culture and Climate Summary

Overall, students feel safe, encouraged, and that they have someone they can go to if they have problems or need help.

Staff Quality, Recruitment and Retention

Staff Quality, Recruitment and Retention Data Sources

Highly Qualified Staff
Teacher Turnover Rates

Staff Quality, Recruitment and Retention Strengths

The district has an experienced staff. The average years of experience=14 years; state average = 11.1 years.
HISD teachers with 10 years or less experience=29%; state=48%.
Turnover rate for Teachers is less than the state average. HISD=11.7%; state average=14.3%.

Staff Quality, Recruitment and Retention Weaknesses

Only 9.2% of staff have Master's Degree; state=25%.
Average years of experience of Principals (4.7 years) is lower than the state average (6.4 years).

Staff Quality, Recruitment and Retention Needs

Comprehensive Needs Assessment

There is a need to review extended education opportunities for staff.

Staff Quality, Recruitment and Retention Summary

Harleton ISD has a quality and experienced staff. Increasing the tenure of principals in the district is an area of growth.

Curriculum, Instruction and Assessment

Curriculum, Instruction and Assessment Data Sources

Disaggregated STAAR Data

Curriculum, Instruction and Assessment Strengths

TEKS Resource System is utilized for curriculum and alignment resources. DMAC and TFAR are utilized for benchmarks and data analysis.

HISD STAAR results are well above state average in all grade levels and subject areas. The average percentage above state averages are as follows:

Higher percentages above state average are obtained for Approaches and most Meets Grade Level Standard.

Curriculum, Instruction and Assessment Weaknesses

The percentage of District STAAR results above state average is not as high for the Masters Grade Level Standard as it is for the Approaches and Meets Grade Level Standards.

Curriculum, Instruction and Assessment Needs

There is a need to analyze why the percentage above state average is not as high for the Masters Grade Level Standard.

Comprehensive Needs Assessment

Curriculum, Instruction and Assessment Summary

HISD student performance is significantly higher than the state averages in all grade levels and content areas.

School Context and Organization

School Context and Organization Strengths

Open communication.
Staff feels supported.
HISD makes data driven decisions.

School Context and Organization Weaknesses

There is a lack of program evaluations,
There is a lack of a curriculum plan.
There is a lack of monitoring of our goals.

School Context and Organization Needs

A curriculum plan needs to be written. HISD needs to evaluate our programs and monitor our goals.

School Context and Organization Summary

HISD will assess our curriculum and programs.

Technology

Comprehensive Needs Assessment

Technology Data Sources

Staff/Parents/Community/ Business members involved w/SBDM
Survey and Interviews of Students/Staff/Parents

Technology Strengths

The number of technology devices are greater than 1-to-1.
Technology devices are two years old or newer.
Infrastructure
There is wifi in all classrooms with adequate bandwidth.
Staff have adequate devices.

Technology Weaknesses

There is a perceived lack of available student devices.
Recent cyber attacks on other schools has caused HISD to need to better prepare for cyber attacks.

Technology Needs

There is a need to provide clear communications regarding the availability of technology devices.
There is a need to provide additional technology training for staff.
There is a need to prepare against a possible cyber attack.

Technology Summary

Harleton ISD has very good availability to technology devices and wifi access.
Staff will benefit from additional training for technology integration and how to access online resources.

Other

Comprehensive Needs Assessment

Other Strengths

Facilities Strengths

Air purifiers are provided throughout the district.
Sanitizing practices are in place.

School Safety

A safety team has been established and a plan written.
School guardians have been trained.

Other Weaknesses

There is not enough covered outdoor spaces.

Other Needs

There is a need to provide open air learning spaces.
There is a need to provide larger learning areas to accommodate social distancing.

Other Summary

HISD is continuing to provide safety safety features.

Comprehensive Needs Assessment Data Sources

ACT/SAT Data
Disaggregated STAAR Data
Discipline Referrals
Drop-out Rates
Expulsion/Suspension Records
Failure Lists
Federal Program Guidelines
Graduation Records
Highly Qualified Staff
Maintenance Records
Multi-Year Trends
Parent Participation
PEIMS Reports
Promotion/Retention Rates
Report Card Grades
Semester Exam Grades
Special Programs Evaluations
Staff Development
Staff/Parents/Community/ Business members involved w/SBDM
Standardized Tests
Survey and Interviews of Students/Staff/Parents
Teacher Turnover Rates

HARLETON ISD

Goal 1. Ensure all students obtain 21st Century Skills needed for college, a career/future employment, or to enter the military.

Objective 1. HISD will achieve excellent equitable outcomes for all students.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
<p>1. Provide teachers with the ability to utilize the TEKS Resource System to aide in instructional planning. The system will also aide instructional staff in the development of higher-ordered lessons and the design of engaging work for students. (Title I SW Elements: 2.4,2.5) (Target Group: All,ECD,AtRisk) (Strategic Priorities: 1,2,3,4)</p>	Principal(s), Superintendent	Monthly, as needed.	(F)Title I, (L)Instructional Funds, (S)Instructional Materials Allotment (IMA), (S)Local Funds, (S)State Compensatory	<p>Criteria: Usage reports of TEKS Resource System</p> <p>Formative - Principals will ensure that teachers are utilizing the TEKS Resource System by checking lesson plans on a weekly basis, as well as document progress during Asynchronous Learning.</p>
<p>2. A teacher-developed assessment will be given and disaggregated each six weeks in order to determine and monitor strengths and weaknesses of students and to ensure that all populations tested will meet the state standard on STAAR subject areas. (Title I SW Elements: 1.1,2.2,2.5) (Target Group: All) (Strategic Priorities: 2,4)</p>	Classroom Teachers, Principal(s)	Each six weeks	(L)Instructional Funds, (S)Local Funds	<p>Criteria: Assessment results</p> <p>Formative - Teachers will develop six weeks tests. Campus principals will provide to the superintendent disaggregated data along with plans for improvement within one week after receiving assessment results.</p>
<p>3. Continue the use of a 3-tiered Response to Intervention (RTI) program, maintained through Success Ed, to serve students who are experiencing difficulties succeeding without interventions. The district and each campus will continually evaluate the effectiveness of this program and the strategies utilized and will make changes or revisions as needed. (Title I SW Elements: 2.2,2.4) (Target Group: AtRisk) (Strategic Priorities: 2,4)</p>	Asst. Principal of Student Services, Classroom Teachers, Counselor(s), Principal(s), Superintendent	Ongoing	(F)IDEA Special Education, (L)Instructional Funds, (S)State Compensatory	<p>Criteria: RTI Reports</p> <p>Summative - Minutes of RTI meetings.</p>
<p>4. The District will contract with Region 7 Educational Service Center to provide support for teachers and instructional staff. Teachers</p>	Business Manager, Principal(s), Superintendent	On-Going	(F)IDEA Special Education, (F)Title I, (F)Title IIA Principal and Teacher Improvement,	<p>Criteria: Region 7 participant report.</p> <p>Parent communication logs.</p>

HARLETON ISD

Goal 1. Ensure all students obtain 21st Century Skills needed for college, a career/future employment, or to enter the military.

Objective 1. HISD will achieve excellent equitable outcomes for all students.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
and paraprofessionals will attend professional development during the course of the school year that focuses on subject area knowledge, instructional strategies, working with students with special needs, improving home/school communication, students from poverty, and assessment of student performance. (Title I SW Elements: 1.1,2.1,2.4) (Target Group: All) (Strategic Priorities: 1,2,3,4)			(F)Title III Bilingual / ESL, (F)Title IV Safe and Drug Free, (F)Title VI, Part B Rural/Low Income, (L)Instructional Funds, (S)GT Funds, (S)Local Funds, (S)State Compensatory	Summative - Region 7 participant report. Parent communication logs.
5. Campuses will provide accelerated instruction to students at-risk of failing a class or one or more of the state assessments. (Title I SW Elements: 2.4,2.5,2.6) (Target Group: AtRisk) (Strategic Priorities: 2,4)	Asst. Principal of Student Services, Counselor(s), Principal(s), Superintendent	Monthly	(S)State Compensatory	Criteria: Tutorial schedule Rosters/sign-in sheets Summative - Documentation forms from tutorial teachers and sign-in sheets for Content Mastery classes.
6. Continue to provide instructional aides in critical areas to assist teachers as needed in an effort to provide assistance to individual or small groups of students. (Title I SW Elements: 2.4,2.6) (Target Group: AtRisk) (Strategic Priorities: 2,4)	Business Manager, Classroom Teachers, Harrison Co Special Ed Coop, Principal(s), Superintendent	Monthly	(F)IDEA Special Education, (F)Title I, (F)Title VI, Part B Rural/Low Income, (L)Instructional Funds, (S)State Compensatory	Criteria: List of aides/assignments Summative - Documentation of instructional aide assignments and activities.
7. Identify and provide GT certification training for all staff who are not certified in this area. State requires 6 hour update to remain current. (Title I SW Elements: 1.1) (Target Group: GT) (Strategic Priorities: 1) (ESF: 5)	Principal(s), Region 7 ESC, Superintendent	Ongoing	(S)GT Funds	Criteria: Staff Development Reports Staff Development Evaluations Summative - Certificates for all district teachers showing GT certifications.
8. Core classroom teachers will work to develop a Student Learning Objective (SLO)	Asst. Principal of Student Services, Classroom Teachers,	End of first six weeks	(L)Instructional Funds, (S)Local Funds	Criteria: SLO Plans completed

HARLETON ISD

Goal 1. Ensure all students obtain 21st Century Skills needed for college, a career/future employment, or to enter the military.

Objective 1. HISD will achieve excellent equitable outcomes for all students.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
plan for one classroom/one objective to meet the requirements for the T-TESS. (Title I SW Elements: 1.1,2.4) (Target Group: All,ECD,AtRisk) (Strategic Priorities: 2,4) (ESF: 5.3)	Counselor(s), Principal(s), Superintendent			Summative - A summary of each teacher's SLO will be monitored each six weeks by the campus principal. A year-end summary will be presented to the superintendent.
9. Ensure campuses are addressing Drop-out prevention and college/career readiness options with students. (Title I SW Elements: 1.1,2.6) (Target Group: AtRisk) (Strategic Priorities: 3)	Asst. Principal of Student Services, Counselor(s), Principal(s)	Each Six Weeks	(F)Title I, (L)Instructional Funds, (S)Local Funds	Criteria: Graduation Plans Summative - The superintendent and campus principals will meet each six weeks to discuss these issues.
10. Campus principals will document classroom walk-throughs. (Title I SW Elements: 1.1,2.4,2.5) (Target Group: All) (Strategic Priorities: 1,4)	Principal(s)	Weekly	(S)Local Funds	Criteria: Walkthrough reports Summative - DMAC reports showing walk-throughs completed.
11. Campus principals will meet with teachers each six weeks to discuss data analysis, including: attendance, student performance, student discipline reports, curriculum planning, campus & classroom needs. The campus principal should lead instructional staff in the development of Professional Learning Communities where teachers are able to analyze data in order to make decisions concerning instruction. (Title I SW Elements: 1.1,2.4) (Target Group: All) (Strategic Priorities: 1,4)	Classroom Teachers, Principal(s)	Each Six Weeks	(S)Local Funds	Criteria: Documentation of meetings. Summative - Agendas from six weeks meetings with instructional staff. Principal reports to the superintendent of campus analysis and plans for improvements.
12. Campuses will work to maintain an	Asst. Principal of Student	Ongoing	(S)Local Funds	Summative - Six weeks

HARLETON ISD

Goal 1. Ensure all students obtain 21st Century Skills needed for college, a career/future employment, or to enter the military.

Objective 1. HISD will achieve excellent equitable outcomes for all students.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
attendance rate of at least 97%. (Title I SW Elements: 2.6) (Target Group: All) (Strategic Priorities: 4)	Services, Campus Office Staff, Classroom Teachers, Principal(s)			attendance reports
13. The High School campus will offer Life 101/Financial Math. This course will provide students with practical life math skills and support basic life on one's own skills (i.e., fill out resume, open bank account, etc.) (Target Group: 9th,10th,11th,12th) (Strategic Priorities: 3)	Asst. Principal of Student Services, CTE Personnel, Principal(s)	Ongoing	(F)Career and Technology Education (CTE), (L)Instructional Funds, (S)Local Funds	Summative - The HS course manual will reflect the addition of the Life 101/Financial Math course.
14. The High School campus will offer Art and Theater Arts I, II, III and IV to students. (Target Group: 9th,10th,11th,12th)	Asst. Principal of Student Services, Principal(s)	Ongoing	(L)Instructional Funds, (S)Local Funds	Summative - The HS course manual will reflect the addition of Art I & II.
15. The High School campus will continue to offer Certified Nursing Assistant (CNA) course for students wanting to pursue a career in the Health Services field. This course will be a dual-credit course in partnership with Panola College and Jefferson Nursing Home. (Target Group: 9th,10th,11th,12th) (Strategic Priorities: 3)	Asst. Principal of Student Services, Principal(s)	Ongoing	(F)Career and Technology Education (CTE), (S)Local Funds	Summative - The HS course manual will reflect the addition of the CNA program.
16. The Engineering program will continue with participation in the Systems Go Rocketry program. (Target Group: 9th,10th,11th,12th) (Strategic Priorities: 3)	Principal(s)	Ongoing	(F)Career and Technology Education (CTE), (S)GT Funds, (S)Local Funds	Summative - Inclusion of the Rocketry class in the HS course manual.
17. Harleton ISD will provide students with the opportunity to participate in the Wildcat Honors Track. This track will allow students to take Honors courses in all core subject areas. (Title I SW Elements: 1.1,2.4) (Target Group: All,ECD,ESL,AtRisk) (Strategic Priorities: 3)	Asst. Principal of Student Services, Core Subject Teachers, Principal(s), Superintendent	Ongoing	(S)Local Funds	Summative - Master course schedule will reflect participants in the Wildcat Honors Track.
18. All campuses will have a tutorial,	Asst. Principal of Student	Ongoing	(F)IDEA Special Education,	Criteria: Tutorial Schedules

HARLETON ISD

Goal 1. Ensure all students obtain 21st Century Skills needed for college, a career/future employment, or to enter the military.

Objective 1. HISD will achieve excellent equitable outcomes for all students.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
remediation, or acceleration time built into their schedules. (Title I SW Elements: 2.5) (Target Group: AtRisk) (Strategic Priorities: 2,4)	Services, Counselor(s), Principal(s), Superintendent		(F)Title I, (S)State Compensatory	List of Students Summative - Documentation will be kept of all tutorial times including student participation and instructional strategies utilized.

HARLETON ISD

Goal 1. Ensure all students obtain 21st Century Skills needed for college, a career/future employment, or to enter the military.

Objective 2. Technology hardware and software will be provided to support 100% of the Technology TEKS standards.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. The District will continue to integrate technology into the curriculum and instruction on a daily basis. (Title I SW Elements: 1.1,2.5) (Target Group: All) (Strategic Priorities: 2)	Director of Technology, Librarian/Media Service, Principal(s), Superintendent, Technology Staff	Daily	(L)Instructional Funds, (S)Instructional Materials Allotment (IMA), (S)Local Funds	Criteria: Walkthrough reports Summative - Principals will check lesson plans on a weekly basis. Walkthrough observation reports.
2. The District will contract with Region 7 ESC to provide professional development opportunities to instructional staff in technology literacy and integration of technology in classroom instruction. (Title I SW Elements: 2.5) (Target Group: All) (Strategic Priorities: 1)	Business Manager, Director of Technology, Principal(s), Superintendent	Monthly	(F)Title IIA Principal and Teacher Improvement, (L)Instructional Funds, (S)Instructional Materials Allotment (IMA), (S)Local Funds	Criteria: List of contracted services with ESC7. PD report from ESC7. Formative - Sign in sheets for local trainings. Region 7 EOY reports for training.
3. Continue the rotation and replacement plan for the maintenance and upgrading of district technological hardware. (Target Group: All) (Strategic Priorities: 2,4)	Director of Technology, Principal(s), Technology Staff	Ongoing	(S)Local Funds	Summative - Budget plans for technology will be presented to the superintendent.
4. Continue the use of Skyward Student Information System and gradebook program. This program also works to provide parents with real-time information about student performance. (Title I SW Elements: 1.1,2.6) (Target Group: All) (Strategic Priorities: 2)	Director of Technology, Technology Staff	Ongoing	(S)Local Funds	Criteria: Log of parent conferences Formative - The Skyward program will be functional and accessible.

HARLETON ISD

Goal 1. Ensure all students obtain 21st Century Skills needed for college, a career/future employment, or to enter the military.

Objective 3. The Total Credit for CCMR Criteria will increase to 90% on the next accountability report.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. HISD Administration will monitor CCMR for every student and conduct conferences with students when needed. (Target Group: 9th,10th,11th,12th) (Strategic Priorities: 3) (ESF: 5)	Assistant Principal(s), Principal	Throughout the year	(S)Local Funds	Criteria: CCMR report score

HARLETON ISD

Goal 2. Recruit and retain highly qualified employees at all levels.

Objective 1. Turnover rate for teachers will be less than 20% yearly.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. Continue to offer the insurance stipend to all employees of up to \$1000 each year. This will be evaluated on a yearly basis. (Target Group: All) (Strategic Priorities: 1)	Business Manager, Superintendent	Annually	(S)Local Funds	Criteria: Pay Scale Summative - Teacher retention rates. Approved budget.
2. The District will recognize years of service (5, 10, 15, 20, 25, etc.) in education and will provide these employees with a reward at the end of year staff meeting. (Target Group: All) (Strategic Priorities: 1)	Superintendent Secretary	Annually in May	(S)Local Funds	Criteria: List of service awards Summative - List of awards and requisition of service awards to the superintendent by March.
3. The District will purchase each employee a "spirit" item in the Fall semester to wear or take to athletic and academic events. (Target Group: All) (Strategic Priorities: 1)	Superintendent Secretary	Annually in August	(S)Local Funds	Criteria: Invoice Summative - Invoice for order of items.
4. The District will provide employees with an appreciation meal three times during the school year (beginning of school, Christmas break, and at the end of school). (Target Group: All) (Strategic Priorities: 1)	Superintendent, Superintendent Secretary	August, December, May	(S)Local Funds	Criteria: P.O.'s Summative - Invoices for meals.
5. The District will seek to serve all students with teachers that are certified in the courses that they are teaching. Any teacher not certified must have a written plan describing how certification will be obtained. (Title I SW Elements: 1.1) (Target Group: All) (Strategic Priorities: 1)	Principal(s), Superintendent, Superintendent Secretary	Ongoing	(S)Local Funds	Criteria: Certification records Summative - A list of non-certified personnel will be delivered to the superintendent by August 28, 2020, along with the plans for gaining certification for these employees.
6. The District will utilize a hiring committee	Principal(s), Superintendent	Ongoing	(S)Local Funds	Criteria: Committee list

HARLETON ISD

Goal 2. Recruit and retain highly qualified employees at all levels.

Objective 1. Turnover rate for teachers will be less than 20% yearly.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
made up of teachers and administrators when possible to interview prospective hires. (Title I SW Elements: 2.1) (Target Group: All) (Strategic Priorities: 1)				Summative - A list of hiring committee members will be submitted to the superintendent.
7. Each campus principal will develop and implement a Mentoring/Induction program for new employees. (Title I SW Elements: 1.1) (Target Group: All) (Strategic Priorities: 1)	Principal(s)	Annually in August	(S)Local Funds	Criteria: Schedule of mentoring activities Summative - A summary of the mentoring/induction program activities will be submitted to the superintendent annually in June.
8. The District will form partnerships with surrounding universities and teacher preparation programs in order to recruit new teachers to the district. (Title I SW Elements: 1.1) (Target Group: All) (Strategic Priorities: 1)	Principal(s), Superintendent	Ongoing	(S)Local Funds	Criteria: List of partnerships Summative - Principals will obtain contact information for preparation program students when needed.
9. The District will provide teachers and paraprofessionals opportunities to attend professional development that promotes high quality teaching and the development of skills to teach the TEKS, to improve communication with and involvement of parents, to monitor instruction for mastery, and to develop strategies for special areas including accelerated instruction, dyslexia, special education, ESL, GT, and College Readiness. (Title I SW Elements: 1.1,2.5) (Target Group: All) (Strategic Priorities: 1)	Teacher(s)	Monthly	(L)Instructional Funds, (S)Local Funds	Criteria: Professional Development reports from ESC7
10. The District will pay for the testing of any teacher who takes and passes the ESL	Business Manager, Superintendent	Each semester	(F)Title III Bilingual / ESL	Criteria: List of ESL certifications obtained

HARLETON ISD

Goal 2. Recruit and retain highly qualified employees at all levels.

Objective 1. Turnover rate for teachers will be less than 20% yearly.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
certification examination. This is to ensure that each grade level has a teacher certified to instruct ESL students. (Title I SW Elements: 2.4,2.5) (Target Group: ESL) (Strategic Priorities: 1,2)				

HARLETON ISD

Goal 3. Provide an optimal learning climate in a safe environment while maximizing the use of current facilities.

Objective 1. Increase perceptions of having a positive school climate by 10% in the 2023-2024 school year.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. The School Health Advisory Committee (SHAC) will meet 4 times a year during the year to assess and evaluate the food and nutrition program, the health education program, the sex education program, the mental health program, SEL, and the wellness program for the district. (Target Group: All,ECD,AtRisk) (Strategic Priorities: 1)	Principal(s), SHAC Committee, Superintendent	4 times a year	(S)Local Funds	Criteria: Notice of Meeting(s) Agendas Minutes Sign-in Sheets Summative - A copy of the agendas and minutes from the SHAC meetings will be provided to the superintendent.
2. The District will review the Emergency Management Plan. Findings from the review will be used for revision to the Emergency Operating Procedures Manual. (Title I SW Elements: 1.1) (Target Group: All)	Campus Site-based Teams, Directors, Principal(s), SHAC Committee, Superintendent	Ongoing	(S)Local Funds	Criteria: Manual completed Formative - A copy of the revised Emergency Operating Procedures Manual will be presented to the superintendent.
3. The district will follow state guidelines for conducting emergency drills including each campus practicing emergency drills at least one time per month. Drills will cover different emergency situations throughout the year. (Target Group: All)	Principal(s)	Monthly	(S)Local Funds	Summative - Each campus will document monthly drills and send a copy of that report to the superintendent.
4. The Board will continue to plan for the maintenance and improvements of the District's facilities. (Target Group: All)	Board of Trustees, Business Manager, Superintendent	Ongoing	(S)Local Funds	Summative - Adopted budget
5. Each campus will develop a Student Code of Conduct which reflects the discipline management policies that will be employed on each campus. (Target Group: All)	Campus Site-based Teams, Principal(s)	Annually by August 31	(S)Local Funds	Summative - Campuses will present their Student Handbooks and Student Code of Conduct to the Board for review at the July or August Board meeting.
6. The Board will continue to recognize	Classroom Teachers,	Monthly	(S)Local Funds	Criteria: List of students

HARLETON ISD

Goal 3. Provide an optimal learning climate in a safe environment while maximizing the use of current facilities.

Objective 1. Increase perceptions of having a positive school climate by 10% in the 2023-2024 school year.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
Student of the Month from each campus at the monthly Board meeting. (Title I SW Elements: 3.1) (Target Group: All) (Strategic Priorities: 2)	Principal(s)			Board minutes Summative - Each campus will maintain a list of the students of the month for the year.
7. ParentSquare will be used by the District in order to notify parents in times of emergency. (Target Group: All)	Business Manager, Director of Technology, Superintendent	Ongoing	(S)Instructional Materials Allotment (IMA), (S)Local Funds	Summative - Listing of messages sent from each campus in the Skylert system.
8. The District will continue to provide a counselor or an Assistant Principal of Student Services at each campus to provide guidance to students and programs. (Target Group: All)	Business Manager, Superintendent	Ongoing	(F)Title VI, Part B Rural/Low Income, (S)Local Funds	Summative - Meeting agendas, documentation of parent notifications
9. The SHAC will address sexual abuse issues according to district policy BQ(LEGAL). The committee will provide information concerning child sexual abuse and action steps for victims seeking and obtaining help and counseling. The committee will make sure that students are aware of the 1-800# located on the posters in each campus to report any sexual abuse or harassment. (Target Group: All)	SHAC Committee	Ongoing	(S)Local Funds	Summative - The Student Handbooks from each campus will reflect these issues.
10. Campus administrators will maintain a record of positive contacts to parents and students throughout the year. (Title I SW Elements: 3.1) (Target Group: All) (Strategic Priorities: 2)	Principal(s)	Ongoing	(S)Local Funds	Criteria: Contact logs Summative - Positive Contact logs will be kept and submitted to the superintendent.

HARLETON ISD

Goal 4. Increase parent, family, and community engagement in the active learning of students and to build school involvement and pride.

Objective 1. Increase parent, family, and community engagement by 10% during the 2023-2024 school year.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. Each campus principal will develop a monthly calendar that will inform stakeholders of upcoming events. (Target Group: All)	Principal(s)	Monthly.	(O)Local Districts	Criteria: Monthly calendars available.
2. Each campus will encourage parental involvement through the use of Parent and Open House nights. (Title I SW Elements: 3.1) (Target Group: All) (Strategic Priorities: 2)	Campus Site-based Teams, Classroom Teachers, Principal(s)	Each Semester	(S)Local Funds	Criteria: Notice of Meeting Agendas Sign-in sheets Summative - # of meetings held
3. Each campus will have a Site-based Decision Making Committee comprised of teachers, auxiliary personnel, parents, business leaders, and community members. The SBDM will be charged with assessing the campus climate and programs, as well as, providing an avenue for communications with the community. (Title I SW Elements: 2.1,3.1) (Target Group: All) (Strategic Priorities: 1,2,3)	Campus Site-based Teams, Parent Volunteers, Principal(s)	Ongoing	(S)Local Funds	Criteria: List of Committee Members Notice of Meeting(s) Agendas Minutes Sign-in sheets Summative - Agendas from SBDM meetings will be collected and presented to the superintendent.
4. The High School will hold a conference with each student and their parents during the summer months to ensure that each student's educational plans are clear and effective. (Title I SW Elements: 2.5,2.6,3.1) (Target Group: All,ECD,AtRisk,8th,9th,10th,11th) (Strategic Priorities: 3)	Asst. Principal of Student Services, Principal(s)	Each summer	(S)Local Funds	Criteria: Student 4-Year Plans completed. Summative - Principal will have documentation of all student/parent conferences.
5. Develop a series of "on demand" resources for parents focused on strategies to facilitate and enhance their child's learning at home. (Target Group: ECD,AtRisk)	Counselor(s), Principal(s), Technology Staff	Two each semester.	(S)State Compensatory	Criteria: Parent Training Series available on district website.
6. Campuses will have parent support groups	Principal(s)	Once per	(O)Local Districts	Criteria: Notice of Meeting(s)

HARLETON ISD

Goal 4. Increase parent, family, and community engagement in the active learning of students and to build school involvement and pride.

Objective 1. Increase parent, family, and community engagement by 10% during the 2023-2024 school year.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
(i.e., WIN Committee, PTO) that will meet periodically throughout the school year. Campus administration will use this group as an avenue for communication of campus goals and activities. (Title I SW Elements: 2.5,2.6) (Target Group: All) (Strategic Priorities: 2,3)		semester.		Agendas Sign-in Sheets Minutes
7. Communication with parents, students, and the community will be provided in various forms, including ParentSquare, email, the District webpage, Facebook, Twitter, Remind, Skyward messages, marquees, etc. (Target Group: All,ECD,AtRisk) (Strategic Priorities: 2)	Principal(s), Technology Staff	Monthly	(O)Local Districts	Criteria: Reports of communications posted.

HARLETON ISD

Goal 5. Operate a balanced budget to maintain fiscal responsibility and transparency.

Objective 1. Maintain a fund balance of at least three months operating expenses and maintain a Superior rating from the state's FIRST financial accountability system at all times.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. The superintendent and business manager will ensure that the District fund balance is invested appropriately. (Target Group: All)	Business Manager, Superintendent	Monthly	(S)Local Funds	Criteria: Finance report Formative - Monthly Financial report to the Board of Trustees
2. The District will hire an independent auditor to conduct a financial audit annually. (Target Group: All)	Business Manager, Superintendent	By January 31st each year	(S)Local Funds	Criteria: Finance report Summative - Board minutes will reflect that the Board has approved the contracting of the independent auditor.
3. The District will continue to work with internal controls so that no material weaknesses will be evident in the fiscal audit. (Target Group: All)	Business Manager, Superintendent	Monthly	(S)Local Funds	Criteria: Finance report Formative - Monthly budget reports
4. The District will work in cooperation with the Harrison County Tax Collector's office to ensure that the tax collection rate is greater than or equal to 96%. (Target Group: All)	Business Manager	Monthly	(S)Local Funds	Criteria: Finance report Summative - By January 31st each year, the District will contact the Tax Collector's office to inquire about the tax collection percentage and recommend a course of action to the superintendent.
5. The District will utilize the services of tax attorneys to seek to gain an increase in the collection of delinquent taxes. (Target Group: All)	Business Manager, Superintendent	Monthly	(S)Local Funds	Criteria: Finance report Summative - Overall tax collections report for the fiscal year

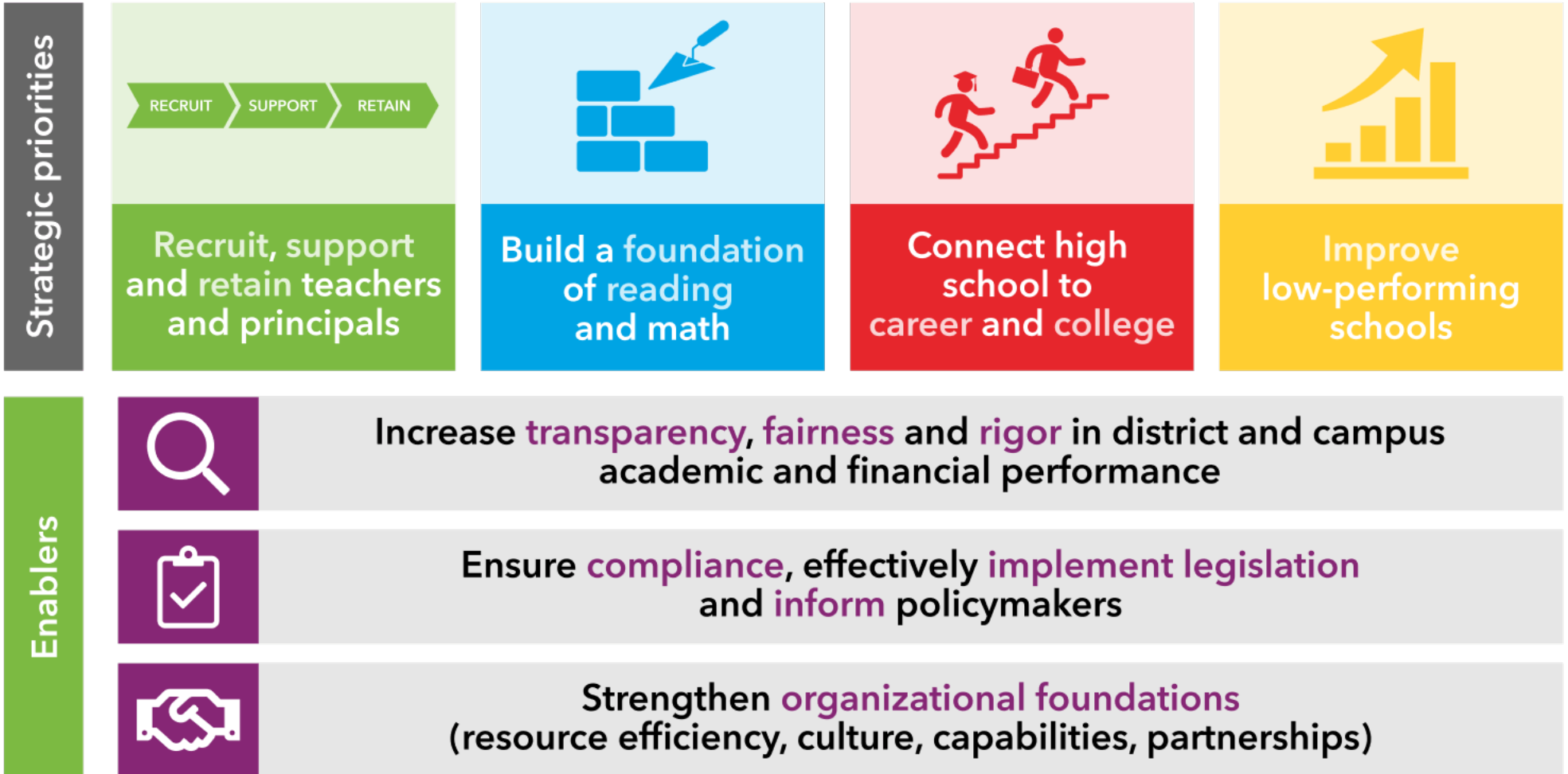
HARLETON ISD

Goal 5. Operate a balanced budget to maintain fiscal responsibility and transparency.

Objective 1. Maintain a fund balance of at least three months operating expenses and maintain a Superior rating from the state's FIRST financial accountability system at all times.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
6. Federally funded grants will be submitted for Title funds, as well as, other funding opportunities that apply. (Title I SW Elements: 1.1) (Target Group: ECD,ESL,Migrant,EB,SPED,GT,CTE,AtRisk,Dys,504) (Strategic Priorities: 2)	Region 7 ESC, Superintendent	As required	(F)Title I, (F)Title IIA Principal and Teacher Improvement, (F)Title III Bilingual / ESL, (F)Title IV Safe and Drug Free, (F)Title VI, Part B Rural/Low Income, (L)Instructional Funds, (S)GT Funds, (S)State Compensatory	Criteria: List of grants Formative - Copies of the grants will be given to the superintendent as they are completed.
7. The District will conduct a Business Case Efficiency Audit with Ideal Impact, to measure efficiency in order to effectively cut costs where available. (Target Group: All)	Business Manager, Directors, Principal(s), Superintendent	November 2022	(S)Local Funds	Criteria: Audit report Formative - Findings will be presented to the Board to determine if any strategies can be implemented for cost savings.
8. The District will utilize Ascender Software to increase efficiency and effectiveness of district operations. (Target Group: All)	Business Manager, Superintendent	Ongoing	(S)Local Funds	Criteria: Finance report Formative - Monthly analysis of budget

Every child, prepared for success in college, a career or the military.



**adapted from TEA Strategic Plan - <https://tea.texas.gov>*

Strategy 1: Professional Development Harleton ISD will participate in effective professional development activities in order to accurately and effectively identify and recruit migrant students and out of school youths.

Required Activity	Method	Responsible Staff	Estimated Time Frame	Materials	Method of Evaluation
Meet federal requirements for annual Identification and Recruitment (ID&R) training	Participate in training	Migrant Contact	Before TEA deadline	State ID&R training, ID&R manual	Certificate
ID&R training for any new ESC or district Migrant staff and other non-migrant staff	Participate in training	Migrant Contact	As requested	State ID&R training, ID&R manual	Certificate
Updates from TEA and Education Service Center (ESC)	Receive updated information	ESC Migrant Specialist	As updates become available	Emails	Copies of updates
Migrant Education Program Advisory Council	Required activity to develop: Needs Assessment Plan, Priority for Service Action Plans, Review Statewide Delivery Plan, ID&R Planning and quality control plan	Harleton ISD and ESC Migrant Contacts	September, 2023 and April, 2024	District data, plan	Certificate, PFS Action Plan, ID&R Plan
Migrant Education Program Advisory Council will develop Priority for Service Action Plan Template, ID&R Action Plan Template and Needs Assessment Plan.	ESC 7 MEP Advisory Council Workshop	Harleton ISD and ESC Migrant Contacts	September, 2023 and April, 2024	Action Plan Templates, PowerPoint	Certificate, PFS Action Plan Template and ID&R Action Plan Template

**Identification and Recruitment
Action Plan 2023-2024**

Strategy 2: Identification and Recruitment Process ESC 7 and Harleton ISD will actively, accurately and effectively identify and recruit migrant students and out of school youths.

Required Activity	Method	Responsible Staff	Estimated Time Frame	Materials	Method of Evaluation
Actively and safely recruit Out of School Youth (OSY)	Meeting community members, churches, Chambers of Commerce, businesses	ESC OSY Recruiter, ESC Migrant Specialist, ESC Migrant Recruiter	Ongoing	Flyers, Newspapers	Agendas, flyers, newspaper
	Employers surveyed	ESC OSY Recruiter	Ongoing	Employer survey	Completed surveys
	ESC Recruiters follow ESC7 Safety Procedures	ESC Recruiters	Ongoing	ESC7 Procedures	Procedures reviewed with Recruiters
	Contact potentially eligible migrant families-by conducting family surveys during school registration and throughout the year.	Harleton ISD and ESC	Year round	Family survey	TX-NGS district reports, completed surveys
Identification of children and youth who are under the age of 22, moved across school district lines alone or with parents in order to obtain temporary or seasonal agricultural employment due to economic necessity.	Screening family surveys	Harleton ISD and ESC	Upon enrollment or identification	Family survey	TX-NGS district reports, completed surveys
	Use Texas New Generation System and Migrant Student Interstate Exchange (TX-NGS and MSIX) to verify previously eligible Migrant students	Project Harleton ISD and ESC	Upon enrollment or identification	Family survey	TX-NGS district reports, completed surveys
	Tracking late enrollment, early withdrawal	Harleton ISD and ESC	Upon enrollment and withdrawal	Family surveys and withdrawals	TX-NGS district reports, completed surveys

**Identification and Recruitment
Action Plan 2023-2024**

Required Activity	Method	Responsible Staff	Estimated Time Frame	Materials	Method of Evaluation
Complete Electronic Certificate of Eligibility (ECOEs)	Recruiter completes COE and Supplemental Documentation Form (SDF) during family interview. Submit completed COE and SDF to designated reviewer for review	ESC Recruiters	Within 5 days of parent signatures	ECOEs	Completed ECOE
Review ECOEs	Reviewer reviews ECOE and SDF, returns ECOE and SDF to recruiter if additional information is needed, then submits to Texas New Generation System (TX-NGS) Terminal Site for entry into to TX-NGS.	Recruiter, Reviewer, TX-NGS data entry personnel	Within 7 days of parent signature.	ECOEs	Completed ECOE with 2 signatures and TX-NGS report.
Conduct Residency Verification	Verify continued residency for all currently eligible migrant children who have not made a new qualifying move during the current reporting period. Recruiter will request school record to verify enrollment and/or obtain parent signature for unenrolled youth.	District Migrant Contact, ESC Migrant Department	September 1, 2022- November 1, 2023. For 2 yr old turning 3, on or after 3rd birthday	ECOEs, School records	Updated ECOE, parent signature, TX-NGS residency verification report
Notify the school district when students qualify for the Migrant Education Program	Letter and a copy of the ECOE is sent to District Migrant Contact and to PEIMS Coordinator	ESC7 Migrant Department	Within 7 days of entry into TX-NGS.	ECOEs, letter	District's receipt of letter

**Identification and Recruitment
Action Plan 2023-2024**

Required Activity	Method	Responsible Staff	Estimated Time Frame	Materials	Method of Evaluation
Maintain a strong system of Quality Control	Eligibility Review-Forward ECOEs with more than one comment to ESC for review. Follow protocol for ECOEs that warrant further review by the ESC and/or State MEP as outlined in the ID&R Manual, Project Harleton ISD	Recruiters, Reviewers, MEP administrators, ESC MEP contact	Ongoing	Documentation forms, re-interview documentation	Completed documentation forms, Re-interview documentation
	Work with the ESC to provide training support to MEP recruiters, designated reviewers and other MEP staff as specific needs are observed throughout the year.	All MEP staff	Ongoing	Manual, Documentation forms	Certificate
Annual Evaluation of ID&R Program	Analyze data	ESC and Harleton ISD	May, 2022	TX-NGS forms	Completed TX-NGS forms
Maintain up-to-date records on file	Maintain updated active and inactive records. Retain records for seven (7) years.	ESC and Harleton ISD	Ongoing	ECOEs	ECOE records
Coordinate with ESC for annual eligibility validation	Validate eligibility through re-interview process according to instructions set forth by TEA	ESC, MEP staff, previously identified children selected by State MEP	January - June, 2022	ECOEs, TEA guidance	TEA report

Required Activity	Method	Responsible Staff	Estimated Time Frame	Materials	Method of Evaluation
Maps, intraregional networking and interagency coordination	Recruiter is in contact with growers regarding hiring practices, crops and growing seasons.	OSY Recruiter	Ongoing	Data	Data
	Develop maps for recruiters	All MEP staff	Ongoing	Map	Map
	Coordinate/network with local/regional organizations that provide services to migrant workers and their families by meeting with staff and sharing information with entities listed on the back of the ECOE.	MEP staff	Ongoing	List of entities	Calendars, agendas, data

Strategy 3: Family and Community Relations and Coordination Region 7 Project and SSA Harleton ISD will actively, accurately and effectively work with families

**Identification and Recruitment
Action Plan 2023-2024**

Required Activities	Activity	Responsible Staff	Estimated Time Frame	Materials	Method of Evaluation
Parent Advisory Committee (PAC)	Parent questionnaire	ESC and Harleton ISD	September - October 2023	Questionnaire and listserv	Completed questionnaire
	Gather data	ESC and Harleton ISD	November, 2023	Documentation	Completed documentation
	Provide appropriate meeting based on data	ESC and Harleton ISD	Fall Semester and Spring Semester	Data, determined by needs, invitations, announcements	Agenda, sign in sheets, invitations
Business Relations and Coordination	Meet with Chambers of Commerce, churches, community members and businesses	ESC Migrant staff	Ongoing	Determined by needs, invitations, announcements	Documentation of meeting, time accounting
	Invite Community and Businesses to PAC	ESC and Harleton ISD	Fall Semester and Spring Semester	Determined by needs, invitations, announcements	Agenda, sign in sheets, invitations
Services	Provide school supplies and Summer Education Program materials as determined by needs assessment to Migrant Students.	ESC Migrant staff	Ongoing	NGS enrollment report, supplies, books	Signature on Delivery form

HARLETON ISD
FIELD TRIP REQUEST FORM

Employee Requesting: Ewen Wright

Class or Organization Attending: Senior Level Basketball

Location of Trip: Houston, Tx

Purpose of the Trip: Tour of NASA Facility after presenting Flight Profile

Date Leaving: 11/29/23

Time Leaving: 7:30a.m.

Date Returning: 11/30/23

Time Returning: 7:00 p.m.

Approximate Number of Students Attending: 4

Number of Chaperones/Teachers: 1

Number of ~~Buses~~ Van: 1

Chaperone/Teacher Names: Ewen Wright

Bus Drivers: _____

Estimated Cost per Student: \$ 125.50 ^{Hotel meals} _{Tickets}

Student or School Funded: _____

If School Funded, Account Code: _____

Purchase Order Entered: _____

Transportation Request Emailed: _____

Purchase Order Amount: _____

Deposit Required: \$ _____ Credit Card or Check: _____

Paid: _____ Bal. Due: _____

Additional Information: _____

Principal's Signature: [Signature] Date: 10/23/23

Superintendent's Signature: _____ Date: _____



Overnight or Out of State Trips must have Board Approval

Board Approved: Yes _____ No _____ Date: _____