

Malakoff ISD

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**Leo Orr Sr. Education Center  
Malakoff Alternative and Gateway  
Programs**

**Alternative Educational Opportunities for Student Success**

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Campus Action Plan

2008-2009

Revised 10-9-08

Leo Orr Sr. Education Center  
Malakoff Alternative and Gateway Programs

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### **Malakoff Independent School District Mission Statement**

The mission of Malakoff ISD is to provide a safe and supportive environment to ensure an exemplary educational opportunity for all students through the collaborative efforts of educators, parents, and the community.

### **Malakoff Alternative Program and Gateway Mission Statement**

Malakoff Alternative Program and Gateway recognizes that all students can learn given the appropriate environment, support, and teaching method. The staff at the Malakoff Alternative Program and Gateway campus have established the following elements that make learning possible in a safe environment for our students by providing: Individual academic work, small classes, tutoring, emphasis in Math, Science, Social Studies, and English/Language Arts. Student behavior will be addressed with immediate consequences. Interventions are used allowing students to make better decisions, training in social skills, encouragement into the workforce, and transition into the adult-leadership position.

### **Goal**

The goal of Malakoff Alternative Program and Gateway shall be to prepare all students to be academically successful in a safe, clean, positive learning environment.

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**Objectives**

Objective 1: Maintain student attendance:

All students' attendance will meet or exceed last year's attendance rate including recognition for work-studies

Objective 2: Reduce dropout rates:

Students will be motivated to stay in school and not dropout.

Objective 3: Student Achievement:

Students will be offered quality instruction by faculty/staff who are confident, well trained and communicate effectively with district personnel.

Objective 4: Student in Special Education: (M.A.P. Only)

Students who are in need of special education services will be served according to current federal laws.

Objective 5: Technology:

Installation of fiber optics for continual improvement and update of quality technology to meet the educational needs of our students and staff.

Objective 6: Facilities:

The physical facilities of our campus will provide a safe, clean, productive environment for student learning.

Objective 7: Staff Development:

Students will be offered quality instruction by faculty/staff who are confident and communicate effectively with district personnel.

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### **Campus Planning and Site-Based Decision-Making**

In accordance with the Texas Education Code (TEC), Chapter 11, §11.253, each school year the principal of each school campus, with the assistance of the campus-level committee, shall develop, review, and revise a campus improvement plan for the purpose of improving student performance for all student populations with respect to the academic excellence indicators adopted under Texas Education Code (TEC) §39.051 and any other appropriate performance measures for special needs populations. This plan shall include an assessment of the academic achievement for all students; performance objectives for all students, including special needs populations; campus goals; resources and staff to implement the plan; and timelines and measurements to monitor progress toward and accomplishment of performance objectives.

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Objective 1: Maintain student attendance: All students' attendance will meet or exceed last year's attendance rates.

**Desired Outcomes:**

- Parents Partner in Education of the students.
- Students meet full educational potential.
- High School completion.
- Highly qualified staff.

Current Performance:	Desired Performance: Long-Term Objectives	Desired Performance: Annual Objectives	Results
<b>GOAL 1: ATTENDANCE RATE 2007- 2008</b>	<b>STATE STANDARD</b>	<b>ANNUAL OBJECTIVE: 2008-2009</b>	
93.2% was the attendance rate for MAP 86.2% was the attendance rate for Gateway	90% or higher for Acceptable	≥ 98% will be the attendance rate.	

The following activities have proven beneficial to student performance and shall be continued:

- Staff will attempt to contact parent/guardian by phone each day student is absent to deter truancy and promote/continue positive communications.
- Staff will make unannounced home visits in the event of persistent truanancies or questionable absences when appropriate.
- DAEP Staff will encourage attendance with application of daily point sheets and incentive programs.
- When appropriate, meeting of ARD or 504 Committee to discuss excessive absences.
- When appropriate, notification of juvenile justice authorities of excessive absences.
- When appropriate, use M.I.S.D. police officer to investigate cause of absence.
- If the DAEP student receives ALL of the points for 10 days in a row and has perfect attendance, the student may earn a day.

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The following new activities shall be implemented to enhance programs and performance directed toward student attendance:

<u>Action</u>	<u>Action Leader(s)</u>	<u>Resource Allocation</u>	<u>Evaluation</u>	<u>Timeline</u>	<u>Results</u>
◆ Absence requires doctor, court, or family obituary note.	J. Bass M. Poole B. Johnston	None	F: Benchmark attendance report S: Benchmark attendance report and compare next year	Daily	
◆ Parent/student sign absent warning notice	J. Bass M. Poole B. Johnston	None	Required to sign upon enrollment	When student enrolls	
◆ Communicate with students Probation officer if applicable	M. Poole B. Johnston	None	F: Phone call to and from Juvenile S: Documentation of contacts	As Needed	

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<u>Action</u>	<u>Action Leader(s)</u>	<u>Resource Allocation</u>	<u>Evaluation</u>	<u>Timeline</u>	<u>Results</u>
<b><u>Long Term</u></b>					
◆ When a Gateway student completes 180 hours or completion of credits they will be provided a motivational reward.	J. Bass B. Johnston	None	F: Attendance report S: Attendance report to compare	Daily	
<b><u>Short Term</u></b>					
Students are provided with certificates/booklets for each completed course.	J. Bass B. Johnston	None	F: Successful completion of Course material S: Credit received toward high school graduation		Successful completion of each course.
Open house for parents, students, and administrators to visit our facilities. (Gateway)	J. Bass B. Johnston	None	F: Parents response S: Administrators response	Annually	

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**Objective 2: Reduce Dropout Rates: Students will be motivated to stay in school and not dropout.**

Desired Outcomes:

- Students will develop an attitude of academic excellence and will have a greater respect for self and school.
- Students will learn socially appropriate behaviors and will learn to use self-discipline in establishing proper social conduct.
- Activities and programs, which inspire students to maximize their learning potential, will be implemented.

<b>Current Performance:</b>	<b>Desired Performance: Long-Term Objectives</b>	<b>Desired Performance: Annual Objectives</b>	<b>Results</b>
<b>COMPLETION RATE: 2007-2008</b>	<b>STATE STANDARD</b>	<b>ANNUAL OBJECTIVE</b>	
0%- Dropout for MAP 100% - Completion for Gateway 0% - Dropout for Gateway	75% - for Acceptable 95% - for Recognized	0% will be the dropout rate.	

The following activities have proven beneficial to student motivation and shall be continued:

- Provide social skills and decision making classes.
- Daily telephone contact/email with all absentees will be initiated to deter truancy and make positive contact with parents.

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The following new activities shall be implemented to reduce the rate of student dropout.

<u>Action</u>	<u>Action Leader(s)</u>	<u>Resource Allocation</u>	<u>Evaluation</u>	<u>Timeline</u>	<u>Results</u>
◆ Personal contact at home if student becomes truant or has a questionable absence.	J. Bass B. Johnston M. Poole	None	Documentation on point sheets and/or attendance sheets.	Weekly	
◆ Explain/Discuss options with student and parent concerning truancy. (Gateway)	J. Bass B. Johnston	None	Documentation on point sheets and/or attendance sheets.	Letters @ 90% attendance	

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<u>Action</u>	<u>Action Leader(s)</u>	<u>Resource Allocation</u>	<u>Evaluation</u>	<u>Timeline</u>	<u>Results</u>
◆ Explain/Discuss credit recovery (Gateway)	J. Bass B. Johnston	None	Documentation on grade sheets and/or attendance sheets.	Credits are recorded as they are earned.	
◆ Involve parents with students with frequent verbal contact.	J. Bass B. Johnston M. Poole	None	Documentation of parent contact.	As needed	

**Objective 3: Student Achievement:** Students will be offered instruction by highly qualified faculty/staff who are confident and communicate effectively with district personnel.

**Desired Outcomes:**

- Students will be provided core subjects from highly qualified personnel.
- Students will be provided instruction in a safe, disciplined environment.
- Students will be provided the opportunity to work on non-core subjects.

The following activities have proven beneficial to parent/guardian involvement and shall be continued:

- The MAP teachers for all students assigned for 15 days or more will provide Math, English/Language Arts, Science, and Social Studies.
- Opportunity, materials, and instruction will be provided for all students to progress through appropriate curriculum as stated in the student IEP.
- Odyssey Ware/Plato Learning System provides an exhaustive curriculum (Elementary through 12<sup>th</sup> grade).
- TAKS Remediation
- Gateway is aligned with the Malakoff High School curriculum.

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The following new activities shall be implemented to enhance programs and performance:

<u>Action</u>	<u>Action Leader(s)</u>	<u>Resource Allocation</u>	<u>Evaluation</u>	<u>Timeline</u>	<u>Results</u>
◆ Odyssey Ware/PLATO – enhance with fiber optic connections	J. Bass B. Johnston M. Poole	MISD	Access to multiple programs	08-09 School year	
◆ Continuation of AEP (Gateway) with improvement in technology	J. Bass J. Spies S. Norris	MISD budget	Individual graduate plan.	Completion of HS credit.	
◆ CPI	J. Bass G. Lucius	None	Trainer Certification	As required by state	
◆ Emergency Procedure and AED Training	J. Bass	None	Drills	Monthly	

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<u>Action</u>	<u>Action Leader(s)</u>	<u>Resource Allocation</u>	<u>Evaluation</u>	<u>Timeline</u>	<u>Results</u>
◆ Fire Drill	All Staff	None	Campus wide bull horn	Monthly	
◆ Align MAP/Gateway curriculum with MISD	J. Bass M. Poole G. Lucius A. Jackson B. Johnston	MISD None	Student books will be furnished by home campus Communicate with sending school by e-mail for on track or current lesson plans.	Per student enrollment	

**Objective 4: Students in Special Education: Students who are in need of special education services will be served according to current federal laws. (MAP Only)**

**Desired Outcomes:**

- Qualified personnel will provide subjects as determined by ARD Committee students.
- Students will be provided instruction in a safe, disciplined environment.

The following activities have proven beneficial to the achievement of students in special education and shall be continued:

- Personnel will be appointed to verify that the proper steps, guidelines, timelines, and procedures are followed.
- Teachers will be provided training about the referral process and timelines.
- Special Ed. will receive referral packets with initiation date and will complete packet by the time line.
- Staff will be trained on the placement options for students with disabilities.
- ARD decisions will mandate a least restrictive environment for each Special Ed. student based on the individual needs and abilities; supplementary aids and services will also be provided to help maintain the least restrictive environment.
- District will provide an adequate number of personnel to deliver related services that are needed.
- ARD committee will mandate related services based on individual student needs.
- Personnel will be provided training about the re-evaluation process and timelines.
- Special Education personnel will initiate re-appraisal packets in a timely manner so that federal guidelines will be observed.
- When a Special Ed. student is 13, the ARD committee will describe and discuss transition services. At 14, plan will be developed. At the 8<sup>th</sup> grade, a graduation plan will be developed.
- A meeting will be held with county agencies in order to make a packet for parents in regards to transition planning.

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<u>Action</u>	<u>Action Leader(s)</u>	<u>Resource Allocation</u>	<u>Evaluation</u>	<u>Timeline</u>	<u>Results</u>
◆ Modify Point System	J. Bass M. Poole	None	Documentation: Point Sheets	Daily	
◆ Social Skills and curriculum	T. Gilmore M. Poole	MISD budget	Teacher observation and participation	Daily	
◆ ARD Attendance	J. Bass G. Lucius B. Johnston L. Sims J. Neal	None	ARD Signature sheet Sign in/Sign Out	Per ARD	

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<b>DESIRED RESULT</b> (Goals that address each identified area of improvement)	<b>MEASURABLE EVIDENCE OF CHANGE</b> (Qualitative and /or Quantitative measures of student performance/ program Improvement)	<b>ACTIVITIES</b> (Initiatives planned to achieve the desired result)	<b>RESOURCES</b> (Materials/supplies, fiscal, and personnel needed to implement activities)	<b>TIMELINES</b> <i>Initial (Beginning)</i> <i>Interim (Formative)</i> <i>And Final (Summative)</i> For evaluation purposes
<u>Indicator #1 &amp; #2 A</u> Staff knowledgeable on strategies to support students encountering learning difficulties	100% of staff will be trained and use modification sheets to meet the individual needs of the disabled students	Staff will be trained in the different learning styles of students and use modifications to meet their individual needs by attending appropriate workshops.	Region VII ESC personnel-Substitute Consultant Workshop Fee	B- 8-08  F-1-09  S-5-09
<u>Indicator #7</u> Staff will be knowledgeable on how to set expectations for disabled students for State assessment.	100% of expectation set will match the students ability	1. Staff will attend training on how to interpret data and learn to make knowledgeable decisions on setting expectations for the TAKS A & M assessment. 2. Referral form will be revised and will contain more information about the student's education background so that informed decisions will as to the correct assessment to be administered. Attend workshops. Research info. on resources available for	Region VII ESC personnel Co-op personnel Substitute  Special Ed Director and Diagnosticians	B-8-08  I-1-09  F-5-09

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		disabled students.		
<b>DESIRED RESULT</b> (Goals that address each identified area of improvement)	<b>MEASURABLE EVIDENCE OF CHANGE</b> (Qualitative and /or Quantitative measures of student performance/ program Improvement)	<b>ACTIVITIES</b> (Initiatives planned to achieve the desired result)	<b>RESOURCES</b> (Materials/supplies, fiscal, and personnel needed to implement activities)	<b>TIMELINES</b> <i>Initial (Beginning)</i> <i>Interim (Formative)</i> And <i>Final (Summative)</i> For evaluation purposes
<b>Indicator # 7</b> Special Ed students will be provided intensive instruction and remediation	70% of the students taking the TAKS A & M will be on grade level or one grade below grade level.	Students will be identified who are now performing more than 1 year below their grade level and will be given accelerated instruction.  Elective class for all students who did not perform successfully on state assessment will be established.  Small groups/ one-on-one	Principals and Special Ed teachers	B-8-08  I-1-09  F-5-09
<b>Indicator #7</b> Special Ed staff will be knowledgeable of the TEKS and its correlation to the TAKS I & M and instruction.	100% of Special Ed teachers will participate in staff development.	Special Ed teachers will attend staff development on the TEKS and its correlation to instruction and the TAKS A & M  Schedule Special Ed teacher in-service.	Special Ed Director Region VII Consultant District Curriculum-Director Substitute	B-8-08  I-1-09  F-5-09

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**Objective 5: Technology:** Efforts to update educational needs of our students and staff to promote programs and performance through technology.

**Desired Outcomes:**

- Computer facilities, equipment, hardware, and software will be added to meet the technological needs of students and teachers.
- Students will have access to computers to become proficient and literate in use of computer applications.
- Students will become competent in the use of the Internet as a research device and learning tool.
- Expose and train teachers to incorporate technology in the classroom.

The following activities have proven beneficial to identifying and targeting our technological needs and shall be continued:

- Hardware and software on present computer systems will be used to enhance current content and encompass broader scope of academic areas.
- Odyssey Ware/Plato computer system will be maintained in the computer lab.

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- The following activities shall be implemented to enhance programs and performance:

<u>Action</u>	<u>Action Leader(s)</u>	<u>Resource Allocation</u>	<u>Evaluation</u>	<u>Timeline</u>	<u>Results</u>
◆ Computer lab for Gateway.	D. Pitts R. Webb	MISD	Completion of project	2008-2009	
◆ RSCCC Grade book	R. Webb	MISD	Completion of project	2008-2009	
◆ The PC lab will be used to enhance core subject area performance for all students with Internet access.	J. Bass Technology Staff	Special Education, Technology	Systems are in place and operating.	Daily	
◆ Continue to update and expand audio and visual system in MAP classrooms	J. Bass D. Pitts	MISD	Installation/Completion	2008-2009	
◆ Add Study Island Programs	J. Bass Technology Staff	MISD	Administrative Decision	2008-2009	
◆ Add laser printer for MAP student access as well as staff	J. Bass Technology Staff	MISD	Completion of project	Fall 2008	

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- ◆ Parent Portal will be added to Gateway and MAP
- |                                |      |                       |
|--------------------------------|------|-----------------------|
| J. Bass<br>Technology<br>Staff | MISD | Completion of project |
|--------------------------------|------|-----------------------|

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**Objective 6: Facilities:** The physical facilities of our campus will provide a clean, safe, productive environment for student learning.

**Desired Outcomes:**

- Improvements will be made to facilities that will enhance student performance.
- Aesthetics of facilities will be enhanced to foster pride in school and promote proper student care of surroundings.
- A Crisis Management Plan/Procedure to ensure safety for all staff/students was developed. The plan/procedure has been distributed to staff members.

The following strategies have been proven to be effective for the Orr Campus and will be continued:

- Maintain networking of computers in communication with other campuses in the district.
- Maintain two-way radios for communication on the Orr Campus.
- Secure entrance to campus for one way to main office.

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The following activities are planned to meet the physical facility needs of our campus.

<u>Action</u>	<u>Action Leader(s)</u>	<u>Resource Allocation</u>	<u>Evaluation</u>	<u>Timeline</u>
◆ Continue to improve and care for landscape.	J. Bass	\$100.00	F: Plan with nursery for development S: Completed project	
◆ Continue remodeling to accommodate MAP and Gateway; enhance facilities for future educational needs.	J. Bass T. Youngman	MISD budget	F: Plan with maintenance S: Completed project	
◆ Update computer lab and software	J. Bass D. Pitts	MISD	Plan with technology director Completed project	

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<b><u>Action</u></b>	<b><u>Action Leader(s)</u></b>	<b><u>Resource Allocation</u></b>	<b><u>Evaluation</u></b>	<b><u>Timeline</u></b>
◆ Secure entrances	T. Youngman J. Bass	MISD	Project completion	
◆ Safety drills	J. Bass T. Youngman	MISD	Successful drills	

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**Objective 7: Staff Development:** Students will be offered instruction by highly qualified faculty/staff who are confident and communicate effectively with district personnel.

**Desired Outcomes:**

- Faculty/staff will become effectively trained educators and be confident in their abilities.
- Faculty/staff will communicate better with personnel on their own campus, as well as other campuses and administration.
- Staff development will reflect the needs and desires of campus personnel.
- Faculty/Staff will become familiar with new statewide assessment program, Texas Assessment of Knowledge and Skills (TAKS).

**Schedule of staff development for Malakoff ISD 2008-2009 school year:**

- Faculty/Staff will receive adequate training in implementation of Texas Essential Knowledge and Skills (TEKS).

<b>Date</b>	<b>Session Title</b>	<b>Location</b>	<b>Presenter</b>	<b>Length</b>
08-15-08	New Teacher Orientation	MHS Library	Sybil Norris	1 Day
08-18-08	Opening Session	MHS Cafetorium	Dr. John Spies	1 Day
08-19-08	TAKS Data Disaggregating	High School Computer Lab	Randy Webb	½ day
08-20-08	Closing the Minority Gap	MHS Cafetorium	Bradley Scott	½ day

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The following activities have proven beneficial to staff development and shall be continued:

- Faculty/staff will identify areas where staff development is needed and present to site-based committees.
- Faculty/staff will have opportunity to attend appropriate TAKS workshops.
- Faculty/staff will regularly advise Campus Improvement Team (CIT) of all improvements, changes, and ideas to improve.

The following new activities shall be implemented to enhance programs and performance:

<u>Action</u>	<u>Action Leader(s)</u>	<u>Resource Allocation</u>	<u>Evaluation</u>	<u>Timeline</u>
◆ Attend T.A.A.E. conference in Austin	M. Poole B. Johnston	MISD budget	Break-out sessions Chapter 37 Legal Updates	2008-2009
◆ Visit other Alternative Education Programs	B. Johnston M. Poole G. Lucius J. Bass	Travel Allocation	Schedule appts. Visit locations	Periodically
◆ Attend behavior workshops	M. Poole B. Johnston G. Lucius J. Bass A. Jackson	MISD	Schedule Completion certificates	2008-2009

# Appendix

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- I. Campus Improvement Team members
- II. Campus Improvement Plan Needs Assessment
  - A. Teachers
  - B. Students
  - C. Parents
- III. Summative Evaluation

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**Malakoff Alternative Program  
Campus Improvement Team Members  
2008-2009**

Classroom Teacher	Brenda Johnston
Classroom Teacher	Annette Jackson
Classroom Teacher	Gary Lucius
Principal	James Bass
Non-Teaching Professional	Becky Brown
Paraprofessional	Melinda Poole
Paraprofessional	Joyce Coleman
Secretary	*Brenda Perry

Community Member	*Dale Norris
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**\*Serve on the District-Wide Improvement Team**

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**NOTICE:**

*With leadership from our superintendent, this plan has been collaboratively developed by the district site-based decision-making committee, which represents all district stakeholders. All performance goals identified in No Child Left Behind legislation have been adopted by the district and are reflected in this Plan of Action.*

*The following funding sources support the objectives and strategies implemented to address identified student needs: Titles I, IIA, IID, III, IV, V, Special Education, State Compensatory Education, Career and Technology Education, Optional Extended Year, ARI Grant, District Grants.*