

The University of Texas Elementary School

2016-2017 Campus Improvement Plan



Mission Statement

The mission of the University of Texas Elementary School is three-fold: develop students into lifelong learners through rigorous research-based curricula delivered in a nurturing environment that includes parental and community involvement; provide opportunities for professional development and outreach for the University's academic units; and serve as a model of an exemplary program for diverse learners.

Process of Developing the Education Plan

This plan was developed through a multi-step series of activities. Throughout the school year a variety of data points were monitored and input from parents, students and staff was maintained. In April of 2016, UTES parents and staff were asked to complete satisfaction surveys. These surveys asked a range of questions and were meant to evaluate our current programming and inform future programming. Additionally, the staff and Education Council members were asked to provide input into the 2016-17 Campus Improvement Plan where they were asked to review each section of the current education plan, to review old goals and identify any new goals connected to strategic planning, campus data or input from staff. Key categories in planning were core operations, Positive Behavior Interventions and Support (PBIS), Social-Emotional Learning (SEL), Response to Intervention (RtI), and the Healthy Families Initiative (HFI). This Campus Improvement Plan was informed by campus data (EOY DIBELS, TPRI, STAAR, CIRCLE), recommendations from 2015-16 Education Council members, & 2015-16 campus staff. This Campus Improvement Plan was drafted and presented to members of the Education Council for feedback in May of 2016.

Given the uncertain status of school funding at the time of this writing, it is important to note that final decisions on Education Plan priorities, particularly those that have budgetary implications, rest with the Executive Director and the Management Council.

The University of Texas Elementary School Education Goals

Goal I – Maintain and develop student performance and academic excellence through our core operations.

Strategies:

- A. Staff will receive training to ensure instruction is appropriate to meet the needs of all students (ELL, GT, Special Education and Explicit Instruction).
- B. Staff will receive materials to ensure instruction is appropriate to meet the needs of all students.
- C. Staff will provide and evaluate programs and services to ensure instruction is appropriate to meet the needs of all students.

Goal II - The UTES special initiatives of PBIS/SEL, RtI and HFI will be carried out at high levels of performance and with fidelity to research-based practices

Strategies:

- A. Action steps related to PBIS/SEL
- B. Action steps related to RtI
- C. Action steps related to HFI

Goal III - UTES will provide a safe and nurturing school environment for all children, parents, staff and teachers.

Strategies:

- A. Take steps to increase school safety.
- B. Take steps to increase environmental quality.
- C. Take steps to increase staff, student, and family satisfaction

Use of State Compensatory and External Funds for Improvement of Student Achievement

In accordance with our school’s mission for high academic achievement for all students, our campus improvement plan addresses the school’s performance goals specifically targeting the needs of students performing below potential and students with special needs. On this campus students identified as “at-risk” primarily include student who did not achieve on grade level on the TPRI, DIBELs, campus benchmarks or state assessments (STAAR) or are identified as English Language Learners (ELLs). We provide programs and support on campus, during the day and before/after school for students that are having difficulty. This Campus Improvement Plan (CIP) contains action plans addressing the major areas of concern identified by campus stakeholders. The CIP contains key strategies with incremental activities designed to address student needs and to achieve the outlined objectives and student outcomes. We evaluate all campus programs to determine their effectiveness in serving students with special needs and those funded by State Compensatory Education funds for federal title funds at the end of each school year. Programs and services currently being implemented on this campus that are partially or fully supported though State Compensatory Education or federal funding include the following:

Program/Service: State Compensatory Education	Services/Allocations
IDEA-B Special Education	Payroll Costs: Speech, Occupational Therapy, Vision Therapy, Special Education Assistants
IDEA-B Preschool	Speech Services for PK Students
ADA Transportation	Durham Bus Services Contract
NCLB Federal Funds	
Title II- Part A- Eisenhower Funds	Payroll Cost: Certification Stipends, Bilingual, Special Education, ESL certifications
Title I- Part A	Full Time Reading Specialist/Interventionist Part Time Math Specialist/Interventionist

The University of Texas Elementary School
2016-2017 Teams, Committees, Councils & Boards

PLC Teams					
Math/Science		Language Arts/Social Studies		Campus Projects for Vertical Teams	
PRIMARY	INTERMEDIATE	PRIMARY	INTERMEDIATE		
*Mangelsdorf	*Rojo	*Figueroa	*Tannous	TEMI/Early Childhood. Math Assessments	
Vazquez	Wakim	Tanco	Koeffler	Campus Math Programming/Intervention	
Jones		Guerra	Roark	Arts and STEAM Programming and Alignment	
Kennedy	Calvin	Kelly	Green	STEAM Week and Science Fair/Alignment	
Robinson	Evans	Bain	Raffone	Coordinated Wellness and Intervention (HFI)	
Garcia	Adams	King	Cederstrom	Campus Writing Programming	
HFI					
*Ferrell	Knipe	Dominguez	Vore	Alvarado	Wilson

T-TESS Evaluator

Garcia	King
Kennedy	Tanco
Guerra	Vazquez
Kelly	Jones
Mangelsdorf	Bain
Wakim	Koeffler
Rojo	Roark
Calvin	Green
Dominguez	Cederstrom
Alvarado	Raffone
Wilson	Vore
Robinson	Adams
Knipe	Tannous
Figueroa	Figueroa
Ferrell	
Evans	

Cohort Leaders

PK	Tanco
K-1 st	Jones
2 nd -3 rd	Wakim
4 th -5 th	Calvin
Student Services	Dominguez
Special Areas	Vore
Office	King
Kitchen	Alvarado

SHAC Team	L3 Representatives	Social Committee	Education Council	HFI Team
Megan Ferrell	Melissa Garcia	Megan Rojo	Tonya King	Bob Knipe
Bob Knipe	Eunice Tanco	Scarlett Calvin	Mays Tannous	Rebecca Vore
Mario Alvarado		Juanita Vazquez	Brittany Bain	Megan Ferrell
Rebecca Vore		Noura Wakim	Norma Robinson	Mario Alvarado
Kimberly Wilson		Jan Evans	Noura Wakim	Kimberly Wilson
Lily Dominguez		Norma Robinson	Monir Cederstrom	Lily Dominguez
			Felicia Adams	
			Maria Figueroa	
*** Tonya King is a member of each committee/team. ***				
		Education Council	Management Board	
		Tonya King	Dr. Ed Sharpe – Chair	
		Allyson Frost	Mr. Randy Ramirez- Vice Chair	
		Yasmin Turk	Ms. Suzon Kemp	
			Dr. Dolly Lambdin	
			Ms. Jennifer Golech	
			Dr. Bill Lasher	
			Dr. Pamela Powell	
		Mays Tannous	Ms. Kathleen Armenta	
		Monir Cederstrom	Ms. Candice Young	
		Rebecca Vore	Dr. Anthony Brown	
		Brittany Bain	Dr. Brian Bryant	
		Felicia Adams	Dr. Melissa Chavez	
		Norma Robinson	Dr. Ed Emmer	
			Mr. Gregory Perrin	

Goal I – Maintain and develop student performance and academic excellence through our core operations.

Key Strategy A: Professional Development & Conversations

Staff will receive training to ensure instruction is appropriate to meet the needs of all students.

Action Step	Persons/Groups Responsible	Resources needed	Timeline	Evidence of Completion / Evaluation / Follow-up
1. Provision of opportunities to attend professional development or provide professional development out of house	Administration to organize and publicize opportunities pending availability of funding	SXSW Edu- \$1,335 Texas Regional Collaborations \$500 Math: \$6,000 Other- \$3,200 Total: \$11,035 *some funding has been requested through grants and donations	Ongoing	Back to School PD Agendas PLC Agendas Faculty Meeting Agendas List of outside opportunities Completion Certificates
2. Staff Development/Professional Development Days will be used for work on campus projects and shared learning.	Administration PLC Leaders	Prof. Development plans & resources PLC Guidelines Active Research Guidelines	August -May	PLC and Prof. Dev. Products & Reflections Reflection/Exit Tickets
3. Staff PD on PLCs and team collaboration, monthly agendas, school-wide procedures, & expectations	Administration	Websites aligned with UTES goals http://learningforward.org/	August	PD Agenda PLC Group Work Exit Ticket Data
4. Provide funding for new staff to complete GT certification	Teachers Business Manager	Region 13 credits to cover costs Region 4 if/as needed Campus Documentation	August -August	Teacher Certifications PD Agenda
5. Provide 6-hr. GT update for teachers with Core GT	Administration Tannous Rojo	Book Study or on-line webinar (previously \$600 dedicated for book study)	August - July	Book study presentations or product/plans for implementation Articles read with dialogue opportunities
6. Focus on Math school-wide: Instruction, alignment, math facts & mathematical reasoning	Administration PLCs Rojo Teachers Parents	Math PD & PLC work Progress monitoring tools Fluency tools Friday Assessments	August-May	Improved math performance & positive attitudes in & about Math
7. Focus on school wide academics & behavior	Administration Counselor Tannous Rojo Figueroa	Campus data Progress monitoring Discipline referrals Parent communication End of Year Surveys	August-May	Fewer behavior referral Improved performance on assessments & daily grades

8. Funding for memberships to professional organizations	Parents Community			
	Administration Budget Manager	\$410 x 3 for TEPSA - \$1,230 TX Charter School Assoc. \$1,525 Other- \$300 Total: \$3,691 *some funding has been requested through grants and donations DMAC resources	August –July	CPE hours recorded
9. SAMA training required/yearly update	Administration Business Manager Teachers	\$600 PD Budget (Region 13 credits)	August - October	SAMA trained staff complete required yearly update

Goal I – Maintain and develop student performance and academic excellence through our core operations.

Strategy B: Staff will receive materials to ensure instruction is appropriate to meet the needs of all students.

Action Item	Persons responsible	Resources	Timeline	Evidence of completion / Evaluation / Follow-up
1. DMAC subscription renewal	Administration Budget Manager	\$2,400 for subscription \$250 for TAG feature \$200 for second scanner	June -June	Receipts of budget items
2. Provide instructional materials aligned with curriculum planning guides and campus resources including consumables	Administration Cohort Leaders Intervention Team Budget Manager	\$300/class from L3 Science consumables: \$500 total Instructional Funds	Spend all available funds by April	Receipts and balanced accounts
3. Purchase books and DVDs for library to increase teacher resources in library	Administration Librarian Business Manager	Library budget \$1,000 books Library budget \$300 software	Purchases completed and inventoried by April	Library Inventory
4. Fund one reading subscription for campus (Scholastic or Time for Kids)	Administration Business Manager	\$1,500-Instructional Budget	August	Materials provided to students
5. Fund subscriptions to Brain Pop, Brain Pop Jr.,	Business Manager Administration	General budget \$1,000 Brain Pop	August -May	Teacher and Student use reports and teacher feedback

& math fluency & blended learning & gaming programs to support instruction	Teachers	\$1,400 Brain Pop Jr. \$4,300 Dreambox Gr. PK-2 \$0 Think Through Math Gr.3-5 \$3500 Lexia – grant proposal		
6. Create and copy campus benchmarks	Administration Intervention Team Teachers	Instructional Budget \$1,000	Each benchmark session (August, December & April)	Cost analysis
7. Purchase TEKS & STAAR aligned math resources	Administration Rojo/Math PLC	STAAR Ready \$125.00 Mentoring Minds Ass. \$208.50 Funds for new resources \$800 Total: \$1,133.50 *funds included in grant proposal and donor requests	August-September	Resources provided to each grade PD for implementation Assessment Results
8. Purchase primary Tier 2 intervention resources & related training	Administration Business Manager Tannous Figuroa	Project READ- Cost TBD	September	Updated Resources
9. Renew copier and service agreement; work with staff for alternatives to copying	Administration Business Manager Front Office Teachers	General budget \$8,400 copier \$5,000 paper	Annually	Cost analysis and service reports
10. Rebuild partnerships between UTEs & UT Colleges/departments	Administration PLCs Staff/Faculty	UTES & UT Opportunities to build partnerships Revisit Urban Ed cohort model	August-May	Increased collaboration between UT Colleges i.e. UT College of Ed & School of Nursing

Goal I – Maintain and develop student performance and academic excellence through core operations.

Strategy C: Staff will provide and evaluate core services to ensure quality instruction that meets the needs of all students

Action Item	Persons responsible	Resources	Timeline	Evidence of completion / Evaluation / Follow-up
1. School-wide tutoring program, summer enrichment program and provide stipend for after school program coordinator responsible for communication and student safety.	Administration Teachers After School Coordinator	\$60,000 Donor Summer Program Tutoring After School Coordinator	September - December January-April	Academic Data Tutoring Documentation Summer School Documentation After School Rosters/Schedule
2. Host student program in fall and spring lead by Special Areas Staff to showcase student learning i.e. Family Multicultural Fair Event, HFI showcase Bevo Bash, Health Fest	Administration Special Areas Teachers Parent Organization – L3	State Farm Grant Funds Volunteers	August - May	Campus Master Calendar Parent Feedback
3. Host Career Day	Development Officer Administration Teachers Librarian	Volunteers to present Free/Cost	September - May	Occurrence of Scheduled Event Student & Staff Feedback
4. Investigate development of college exhibition activity	Administration Teachers	Volunteers from UT Buses to visit UT \$600	Spring	Event Proposal Potentially Scheduled Event
5. Participation in Blanton MVP program for grades 3-5 with singular visit for 2 nd grade	Administration MCA Teacher Classroom Teachers	Funds provided by Blanton Parent volunteers	September - May	Completion of MVP Program

6. Host STEAM Month	Math/Science Vertical Team Special Areas Teachers Parent Organization	STEAM Week Instructional Funds \$1,000 Boards, ribbons, family event	August -January	STEAM events calendar UTES Science Fair STEAM Family Night	
	7. Host Dr. Seuss' Birthday and invite new partners	Development Officer Administration Librarian	\$300 Development Budget	March	Student, Teacher and Volunteer participation and feedback
	8. Fund an equal number of buses per grade level (excluding grant-funded trips) for trips aligned to annual plans	Administration Business Manager Office Secretary	Donations: \$1,200 2 nd Grade Zoo Trip \$5,000 5 th Outdoor School/Sea Camp \$5,200 GT Program \$8000- Seeking Funding/Instructional Budget	August-May	Budget and field trips aligned to curriculum/grade level needs
	9. Continue work to locate funding sources to replace old technology and maintain technology	Executive Director Administration Development Officer Campus Technologists Business Manager	Dell Grant EMAT Funds Other grant or funding opportunities	August - May	Working, well maintained technology on campus
	10. Art Supplies purchased	Business Office	\$450 - materials for art projects	August - May	Quality Arts Instruction & student products

Goal II - The UTES special initiatives of PBIS, SEL, RtI, and HFI will be carried out at high levels of performance and with fidelity to research-based practices

A: Action steps related to PBIS/SEL

Actions steps	Persons responsible	Resources Needed	Timeline	Evidence of accomplishment / evaluation / Follow-up
1. Provide Creative Action program to all students, grades PK-5 as part of SEL and character education programming	Administration Development Officer Counselor Business Manager	Donors- \$4, 800 Week long workshops 1 st -5 th Day presentations PK & K	August - May	Student learn curriculum from theater program that teaches character education (appreciation of diversity, leadership, bullies and bystanders, etc.)
2. Responsive Classroom Training opportunities for staff	Counselor Administration	Responsive Classroom Institute Funding- always opportunity with donors	Interested staff need to request by January	Completion of Responsive Classroom training
3. Provide weekly/monthly SEL lessons related to	Counselor Teachers	SEL lessons, books, puppets, & resources	August - May	Student participation in counselor guided lessons

monthly character education and/or specific class or grade level needs	Librarian			
4. Provide weekly/monthly counseling groups & lunch bunch to meet needs of students with service plans and counseling needs.	Counselor Administration	Counseling resources Scheduled groups & parent permission	August – May	Student participation in small groups & parent permission

Goal II - The UTES special initiatives of PBIS, SEL, RtI, and HFI will be carried out at high levels of performance and with fidelity to research-backed practices

B: Action steps related to. RtI

Action steps	Persons responsible	Resources needed	Timeline	Evidence of accomplishment / evaluation / follow-up
1. Campus will continue RtI meetings with classroom teachers, support staff and Administration using a standard agenda every six weeks – Tasks will include review of student progress & documentation on Service Plans (1-page doc. to follow student services & progress from year to year at UTES)	Reading Interventionist Reading Coach Math Interventionist Classroom Teachers Special Education Teacher Administration	RtI Meeting Agenda Student Data Updated Service Plan Form to track student service including behavior strategies & progress from year to year	Meetings beginning September	Meeting Agendas Student Data
2. Staff will review SST process and documentation of Student Services	Administration Teachers	Documents Student Services Letters	August – May	SST Process is clear Clear communication between school and home regarding Student Services Compliance Documentation Complete

***see additional resources listed in Section Goal B**

C: Action Steps Related to HFI

Action Steps	Persons Responsible	Resources Needed	Timeline	Evidence of accomplishment / evaluation / follow-up
1. HFI Program will work on strategic planning targeted at wellness intervention and data collection	HFI Team Administration Registrar	DMAC Health Data Discipline Data Psychological Services Attendance Data	August - May	Outline of goals and objectives for strategic work and campus processes
2. Develop educational plan for welcoming students and families to Health Horns Hall menu, healthy eating habits, and dining at no cost. Pay the fee(s) for coach to attend AAPHERD	Chef and Sous Chef Wellness Teacher SHAC	Monthly Menu Promotion of colorful, balanced, healthy foods.	June -August	Café Introduction lessons Menu Café Events
3. Maintain and build upon school gardening program and community garden plan in both current and future spaces	Special Areas Teachers HFI Team Administration	Master Calendar Dates SHAC/HFI Budget \$1,253	March	Wellness Events attended by school community Teacher of teachers
4. Integrate Wellness data into data management system through DMAC	Wellness Teacher Parents/Students	Funds – State Farm Grant	Seasonal planting and harvesting	Current lesson plans reflect opportunities in current spaces and plans are in place to continue to seek support for future garden spaces
5. Host quarterly Healthy Horns events which will serve to engage community around wellness topics, support HFI and inform parents of after school/weekend classes and opportunities provided	Administration Coach K	DMAC Fitness Gram Health Data Attendance Data Discipline Data	September	Developed Data Reports
	Administration HFI Team	Plan and host events using already provided materials	August - May	Planned and hosted events with community members in attendance

6. Involve students in menu feedback and planning through surveys and other projects through Wellness class	Wellness Teacher Chefs	Student surveys Connect to Wellness curriculum	September - May	Increased consumption of healthy food during meals
	L3	Funds from L3 fundraisers	August - May	Teacher budgets for class supplies

Goal III

UTES will provide a safe and nurturing school environment for all children, parents, staff and teachers.

A. Take steps to increase school safety.

Action steps	Persons responsible	Resources needed	Timeline	Evidence of outcomes / evaluation / follow-up
1. Provide Staff CPR and first aid training to bring all staff up-to-date	RN	Master calendar \$25 per teacher / staff	Fall	List of currently certified employees in First Aid and CPR
2. Replenish classroom first aid kits and train teachers on proper use; create disaster kits for each classroom	RN	\$500 Nurse Budget	August	Kits present in each room and replenished as needed
3. Replenish sand and mulch on a semester basis or as often as needed- measure each 9 weeks	Custodian Business Manager	Maintenance and Landscape Funds \$400	Each 9 week period	Playground inspection
4. Maintain parent volunteers as crossing guards	SHAC Parent Organization – L3	City support or parent volunteers	August - May	Crossing guards provided
5. Repaint crosswalk as indicated by Austin Police traffic evaluation	Business Office UT Systems	UT Systems Job Request	Summer	Freshly painted crosswalks

<p>6. Ensure new building plans have locking mechanisms and intercom systems which support campus safety needs</p> <p>7. Investigate purchase of front gate security system-camera/intercom/buzz in system</p> <p>8. Landscaping needs to include covering exposed PVC pipes near green space & a water run-off plan/system,</p> <p>9. Investigate wrapping poles & gutters with padding surrounding green space for safety from running students.</p> <p>10. Purchase class door stops, possibly sandbags for ease & safety</p> <p>11. Ensure that all exterior gates swing closed automatically & add signs (DO NOT prop open)</p> <p>12. Bus Safety – student training, student contracts when needed</p>	Executive Director Administration Business Office	Capital Campaign- funding for new building	On-going	Appropriate locks and functioning intercom system (both out and inside)
	Executive Director Administration Business Office	Seeking Funding \$11,000	Ongoing in connection to Capital Campaign	Security system set up at front gate
	Executive Director Administration Business Office	Funding	July-August	Improved safety & appearance
	Executive Director Administration Business Office	Funding	July-August	Improved safety
	Administration Business Office	Funding	August	Improved safety
	Administration Front Office	Service request	August	Improved safety
	Administration	Student training plan with clear consequences for inappropriate bus behavior	August	Improved safety

B. Take steps to increase environmental quality.

Action steps	Persons responsible	Resources needed	Timeline	Evidence of completion / evaluation /
1. Beautification Day(s) organized and hosted to help clean up campus and address outdoor spaces	Wellness Teacher Green Team HFI	\$1000 (Parent Organization or Requested Funds)	Dates tentative per funding and needs	Parent, student and community involvement Improved school appearance
2. Develop & promote school recycling program	Wellness Teacher Chefs SHAC	Recycling option with Dept. of Sustainability	September - May	More recycling, less trash disposal
3. Investigate improvement to green space.	Administration Exec. Dir. Business Office	Funds	August-July	Safe place for student exercise
4. Investigate covered play space (blue court)	Administration Exec. Dir. Business Office	Funds	August-July	Safe place for student exercise
5. No-idling signs and parent education	SHAC *or organize as classroom	Signs made for drive through areas \$100 Maintenance and Operations Funds	September - May	Cars not idling will help air quality around campus and supports ecology lessons
6. Address flooding areas on current campus in plans for new building, including green space improvement	Executive Director	Capital Campaign Potential Funding Requests	Summer - Summer	Sustainable landscaping and usable outdoor spaces
7. Address issues of classroom cleanliness- staff must report to business office regularly, including consideration of replacing Varsity contract with a full-time custodian on campus.	Administration Business Office	Teachers to turn in concerns/requests consistently Sufficient funds to hire a FT custodian.	August - July	Cleaner and more sanitary classrooms
8. Maintain deck during summer	Business Office Custodian	Funds to repair deck \$200 Maintenance and Operations	Summer & on-going maintenance	Safe decks
9. Develop plan for quarterly dusting of gym ledge	Business Office Custodian	Cost of custodial with appropriate lift or cost of heavy duty extension ladder.	Summer	Clear plan implemented

10. Improved options for vegetarian lunches including on field trips 11. Consider weekly healthy living habits school-wide like: Meatless Mondays, Walking Wednesdays, etc. 12. Provisions of a lost or late student breakfast option like cereal and fruit. 13. Investigate shades for café and gym to use projector	Café SHAC	Menu options Menu recommendations for families	Fall	Improved vegetarian options
	HFI SHAC Staff Students	Parent communication via Thursday communications	August-May	Improved healthy eating and exercise habits school-wide
	Café			
	Executive Director Development Officer Administration	Funding and information on costs	August	Shades for windows in gym and café so projectors can be used for presentations

C. Take steps to increase staff, student, and family belonging, satisfaction, and growth.

Action steps	Persons responsible	Resources needed	Timeline	Evidence of outcomes / evaluation / follow-up
1. Expand Parent Organization to become more inclusive and to deepen connections to Ed Council and initiatives- parent organization members should represent campus diversity	L3: Parent Forum/Org. Officers Administration Teachers Ed. Council Members	Recruitment activities to encourage parent involvement	August	Increased attendance of Parent Forum meetings Greater Diversity in L3
2. Continue recognition of volunteers, mentors, and donors through completion ceremonies	Administration Development Officer Business Manager	Lists of key supports to classrooms and students Master Calendar Funds for certificates and flowers	Early May – Events publicized, invitations go out Late May – Events occur	Completion Ceremony attendance
3. Plan and fund 5th grade Ceremony & balance of Outdoor School after Horn Raiser	Administration Executive Director Development Officer 5 th grade teachers Business Office	EOY Ceremony: WAYA \$3,000 Local funds Outdoor School – remaining costs after Horn Raiser TBD	October (TOS) & March (Ceremony)– Planning begins	Event occurrence Key Donors and guests invited in addition to UTES staff, 5 th grade students and families

4. Recruitment of Future UTES students - media campaign and La Feria/George Washington Carver event	Administration Front Office Business Office	Advertising copy and costs \$600	Ongoing	Ads placed Interest in UTES from diverse populations Presence at La Feria/George Washington Carver Event	
	5. Investigate opening Gradebook Parent Portal	Registrar Teachers Administration	Gradebook training for staff by registrar and for parents by teachers at Back to School Night	August	Increased communication home
	6. Update homework & grading policies and clearly communicate to parents	Administration Teachers	Staff dialogue & collaboration Homework & grading guides Staff & parent surveys	August	
	7. Translate school events and meetings into Spanish	Administration Counselor	Funding for stipend?	September -May	Increased parent engagement and communication
	8. Awards for MOY and EOY Assemblies- certificates, medals, flowers and special awards	Administration Business Office Front Office	\$400 for materials	Dec. & May	Increased family engagement Promotion of SEL skills
	9. Parent Volunteer Appreciation Event	Administration Business Office	\$450 for food and serving materials and awards	Spring	Increased parent engagement
	10. Staff Awards and Recognition- Service Awards, Holiday Celebrations, Teacher Appreciation	Administration Office Staff	\$600 for awards, treats, celebrations	August - May	Staff Satisfaction and Retention
	11. Funds for Substitute Coverage for Illness, Personal Days and Professional Development	Business Office	\$7,000	August - May	Staff Wellness and Satisfaction