

SUNDOWN MIDDLE SCHOOL
Sundown Independent School District
Jeremy Griffith - Principal

CAMPUS IMPROVEMENT PLAN
2018-2019

SUNDOWN MIDDLE SCHOOL
2018-2019 Site-Based Committee Members

Parents

Cynthia Hart
Emilie Griffith

Teachers

Stormy Conway
LaDonna Jones
Cara Marek
Elise Marshall
Cindy Newsom
Brandi Webb
Lacy McAdams

SUNDOWN MIDDLE SCHOOL

GOALS - OBJECTIVES

Goal 1: Improve Planning Process and Curriculum

Objective 1: 100% of all student groupings, including African American, Hispanic, White, At Risk, Eco. Dis., Spec. Ed., 504, LEP, and Migrant, will pass the reading portion of the STAAR test.

Objective 2: 100% of all student groupings, including African American, Hispanic, White, At Risk, Eco. Dis., Spec. Ed., 504, LEP, and Migrant, will pass the math portion of the STAAR test.

Objective 3: 100% of all 7th grade student groupings, including African American, Hispanic, White, At Risk, Eco. Dis., Spec. Ed., 504, LEP, and Migrant, will pass the writing portion of the STAAR test.

Objective 4: 100% of all 8th grade student groupings, including African American, Hispanic, White, At Risk, Eco. Dis., Spec. Ed., 504, LEP, and Migrant, will pass the social studies portion of the STAAR test.

Objective 5: 100% of all 8th grade student groupings, including African American, Hispanic, White, At Risk, Eco. Dis., Spec. Ed., 504, LEP, and Migrant, will pass the science portion of the STAAR test.

Objective 6: Sundown Middle School will provide instruction through the Apollo program in the four core academic areas for all Identified G/T students.

Objective 7: Sundown Middle School will target individual needs of all students in special programs as evidenced by all special population groups achieving a passing rate of 100% on the required state tests (STAAR, STAAR A).

Objective 8: All At-Risk students will receive the additional assistance needed to progress academically and pass each portion of the STAAR test at a rate of 100%.

Objective 9: Sundown Middle School staff will be provided training opportunities to grow professionally, and will be accountable to implement these strategies and techniques to adequately support the educational programs that serve the students.

Objective 10: All Sundown Middle School students will be able to use technology to make decisions, acquire information, solve problems, and communicate.

Objective 11: Sundown Middle School will evaluate course offerings and student needs in order to determine curriculum offerings.

SUNDOWN MIDDLE SCHOOL

GOALS – OBJECTIVES

Goal 2: Improve School Climate

Objective 1: Sundown Middle School will attain a campus attendance rate (ADA) of 98%.

Objective 2: Sundown Middle School will attain a dropout rate of 0% for all students enrolled.

Objective 3: Sundown Middle School will create a positive, drug free and non-violent school environment that will enhance classroom learning, ensure safety for all students and staff, provide each student the opportunity to feel positive about themselves, and assist students in a smooth transition from elementary to the middle school.

Objective 4: Sundown Middle School will implement programs and activities that have a positive impact on student health and wellness, including nutrition and physical education.

Goal 3: Improve Parental Involvement and Communications

Objective 1: Sundown Middle School will encourage more dialogue between parents/guardians and the community to increase their participation in the educational process in order to strengthen the bond between home and school.

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Goal 1: Improve Planning Process and Curriculum

Objective 1: 100% of all student groupings, including African American, Hispanic, White, At Risk, Eco. Dis., Spec. Ed., 504, LEP, and Migrant, will pass the reading portion of the STAAR test.

Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
1. Review information provided by STAAR Item Analysis Reports to identify and address areas of weakness and students in need of remediation.	Teachers, Dept. Chair, Principal	STAAR Item Analysis Report, Eduphoria	May - Sept. 2018	Identified areas of weakness are addressed in teaching and lesson plans, Benchmark tests	* 100% of students pass the required STAAR test in 2018 * 70% of students reach the meet standard * 40% of students reach the master standard
2. All students will become better readers and improve comprehension skills by reading a variety of genres through the year.	Reading teachers	Local budget	2018-2019 school year	Novel tests, Evaluations during course study, SRC	STAAR scores
3. Vertical alignment meetings will be held to adequately meet the needs of all reading students.	Reading teachers, Principal, English Dept. Chair	None	2018-2019 school year	Oral and written reports of teacher meetings	Yearly evaluation by teachers
4. Reading skills of students will be assessed through evaluation of STAAR pre-test materials taken by students during STAAR preparation to identify and address areas of weakness.	Reading teachers, Principal	Local budget, Study Island, STAAR testing materials, STAAR release tests, STAAR Master	2018-2019 school year	Evaluation of STAAR pre-test	STAAR scores
5. Teachers will teach test taking strategies to ensure students are properly prepared for success on the STAAR test.	Reading teachers	None	2018-2019 school year	Lesson Plans	STAAR scores

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Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
6. All students will take STAAR and/or STAAR format reading assessments. Results will be used to provide feedback and re-teach missed TEKS objectives. Assessments will drive instruction.	Reading teachers, Principal, school counselors	Testing materials provided through the district (Eduphoria), STAAR release tests, STAAR Master	September, 2018 through May 2019	Test results	STAAR scores
7. Teachers will schedule at-risk students into tutorial sessions before school (7:30 a.m.) to reinforce reading skills, and support student areas of need based on data from class performance.	Reading teachers, Principal	Tutorial materials, Local budget, Study Island	September, 2018 through May, 2019	Tutorial list, Daily evaluation, Weekly avg.	STAAR scores, 6-weeks avg.
8. Continue emphasis of reading programs, Scholastic Reading Counts (SRC), and Study Island.	Reading teachers, English Dept. Chair, and tech support	SRC and Read 180 books, Local budget, and student awards,	2018-2019 school year	Records of points earned, Library circulation numbers, Increase in number of books read by each student, progress reports	STAAR scores, Evaluate if reading on or above grade level, report card
9. Academic vocabulary will be intentionally taught through reading curriculum and Power Up Words program.	Reading teachers	reading curriculum ECS Learning Systems book called Power Up Words	2018-2019 school year	Unit assessments over word lists	STAAR scores, assessment averages
10. All curricula will be aligned with TEKS by ensuring lesson plans and course activities follow state guidelines.	Reading teachers, English Dept. Chair, Principal	Reading TEKS	2018-2019 school year	Teacher's lesson plans	Teacher's lesson plans, Walk-throughs and observations by principal
11. Prizes will be awarded to students who obtain certain reading goals set by the teacher.	Reading teachers	Local budget	Every 6 weeks through 2018-2019 school year	Increase in number of students that have 25 or more points before the end of each 6 weeks	Total points for each student at end of year, students receiving reading awards during award assembly at end of year

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Objective 2: 100% of all student groupings, including African American, Hispanic, White, At Risk, Eco. Dis., Spec. Ed., 504, LEP, and Migrant, will pass the math portion of the STAAR test.

Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
1. Review information provided by STAAR Item Analysis Reports to identify and address areas of weakness and students in need of remediation.	Teachers, Principal	STAAR Item Analysis Report, Eduphoria	May – Sept. 2018	Identified areas of weakness are addressed in teaching and lesson plans, Benchmark tests	* 100% of students pass the required STAAR test in 2018 * 70% of students reach the meet standard * 35% of students reach the master standard
2. Vertical alignment meetings will be held to adequately meet the needs of all math students.	Math teachers, Principal, Math Dept. Chair	None	2018-2019 school year	Oral and written reports of teacher meetings	Yearly evaluation
3. Math skills of students will be assessed through evaluation of STAAR pre-test materials taken by students during STAAR preparation to identify and address areas of weakness.	Math teachers, Principal	Local budget, STAAR testing materials (STAAR Master, Motivation Math)	2018-2019 school year	Evaluation of STAAR pre-test	STAAR scores
4. Teachers will teach test taking strategies to ensure students are properly prepared for success on the STAAR test.	Math teachers	None	2018-2019 school year	Lesson Plans	STAAR scores
5. All students will take a STAAR format math benchmark test and results will be used to provide feedback and re-teach missed TEKS objectives.	Math teachers, Principal, Donna Bradshaw	Testing materials provided through the district (Eduphoria)	September, 2018 through March 2019	Benchmark test results	STAAR scores
6. Teachers will schedule at-risk students into tutorial sessions before/after school (7:30 a.m.) to reinforce math skills, and support student areas of need based on data from benchmark tests and class performance.	Math teachers, Principal	Tutorial materials, Local budget	September, 2018 through April, 2019	Tutorial list, Daily evaluation, Weekly avg.	STAAR scores, 6-week avg.

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Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
7. All curricula will be aligned with TEKS by ensuring lesson plans and course activities follow state guidelines.	Math teachers, Math Dept. Chair, Principal	Math TEKS	2018-2019 school year	Teacher's lesson plans	Teacher's lesson plans, Walk-throughs and observations by principal
8. Teachers will use manipulatives and Promethean board to enhance delivery of instruction.	Math teachers, Dept. Chair, Principal	Local budget	2018-2019 school year	Lesson plans	Lesson plans, PDAS evaluation, STAAR scores
9. Enroll 6 th , 7 th , and 8 th grade students that failed the math STAAR, or are at risk of failing, in an additional math class to improve their skills and understanding.	Principal, Math teachers	Local budget, Ascend Math Intervention, Math Practice Questions, Math Open Ended Problem Sets	2018-2019 school year	Assessments, tests, Quizzes, Ascend Math Reports Report cards	STAAR scores, 6-week avg.
10. More writing is done with the new curriculum adopted. Students will be more engaged and have a better understanding of math concepts by having to defend and explain answers.	Principal, Math teachers	Local budget	2018-2019 school year	Lesson plans, assignments, walk-throughs	STAAR scores, Readiness to advance to next grade

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Objective 3: 100% of all 7th grade student groupings, including African American, Hispanic, White, At Risk, Eco. Dis., Spec. Ed., 504, LEP, and Migrant, will pass the writing portion of the STAAR test.

Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
1. Review information provided by STAAR Item Analysis Reports to identify and address areas of weakness and students in need of remediation.	Teachers, Principal	TAKS Item Analysis Report, Eduphoria	May – Sept. 2018	Identified areas of weakness are addressed in teaching and lesson plans, assessments	* 100% of students pass the required STAAR test in 2018 * 70% of students reach the meet standard * 25% of students reach the master standard
2. Vertical alignment meetings will be held to adequately meet the needs of all writing students, 6 th through 8 th grades.	English teachers, Principal, English Dept. Chair	None	2018-2019 school year	Oral and written reports of teacher meetings	Yearly evaluation
3. Writing skills of students will be assessed through evaluation of STAAR pre-test materials taken by students during STAAR preparation to identify and address areas of weakness.	English teachers, Principal	Local budget, STAAR testing materials (Kamico Diagnostic Series, and Sharpen Up)	2018-2019 school year	Evaluation of STAAR pre-test	STAAR scores
4. Teachers will teach test taking strategies to ensure students are properly prepared for success on the STAAR test.	English teachers	None	2018-2019 school year	Lesson plans	STAAR scores
5. All students will take TEKS/STAAR format writing assessments. Results will be used to provide feedback and re-teach missed TEKS objectives. Assessments will drive instruction	English teachers, Principal, school counselor	Testing materials provided through the district (Eduphoria), released STAAR test/ Study Island	September, 2018 through March 2019	Assessments, test results	STAAR scores
6. Teachers will schedule at-risk students into tutorial sessions before school (7:30 a.m.) to reinforce writing skills, and support student areas of need based on data from classroom performance.	English teachers, Principal	Tutorial materials, Local budget	September, 2018 through February, 2019	Tutorial list, daily evaluation, weekly avg., tests	STAAR scores, 6-week avg.

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Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
7. All curricula will be aligned with TEKS by ensuring lesson plans and course activities follow state guidelines.	English teachers, English Dept. Chair, Principal	Language Arts TEKS	2018-2019 school year	Teacher's lesson plans	Teacher's lesson plans, Walk-throughs and observations by principal
8. English teachers will incorporate vocabulary words/lessons from vocabulary program called Wordly Wise 3000.	English teachers	Wordly Wise 3000 curriculum	2018-2019 school year	Curriculum activities and assessments	STAAR scores, assessment averages
9. All students will develop writing skills to address a variety of audiences and purposes by writing different types of papers each six weeks such as persuasive, descriptive, narrative, and first person.	English teachers, English Dept. Chair, Principal	6 + 1 Trait Writing, Create Better Writers, Writing Tricks	2018-2019 school year	Lesson plans, Evaluation of writing assignments	Lesson plans, STAAR scores
10. All students will improve composition skills by writing on a variety of topics in a journal.	English teachers, English Dept. Chair	None	2018-2019 school year	Lesson plans, Grades for journal	Lesson plans, STAAR scores
11. All teachers will emphasize writing, standard rules of grammar, punctuation, spelling, and capitalization by having students practicing those skills in every content area.	Teachers	None	2018-2019 school year	Lesson plans	STAAR scores

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Objective 4: 100% of all 8th grade student groupings, including African American, Hispanic, White, At Risk, Eco. Dis., Spec. Ed., 504, LEP, and Migrant, will pass the social studies portion of the STAAR test.

Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
1. Review information provided by STAAR Item Analysis Reports to identify and address areas of weakness and students in need of remediation.	Teachers, Principal, Dept. Chair	STAAR Item Analysis Report, AEIS IT, Eduphoria	May – Sept. 2018	Identified areas of weakness are addressed in teaching and lesson plans, weekly assessments, benchmark test	* 100% of students pass the required STAAR test in 2018 * 40% of students reach the meet standard * 25% of students reach the master standard
2. Vertical alignment meetings will be held to adequately meet the needs of all social studies students, 6 th through 8 th grades.	Social studies teachers, Principal, Dept. Chair	None	2018-2019 school year	Oral and written reports of teacher meetings	Yearly evaluation
3. Social studies skills of students will be assessed through evaluation of STAAR pre-test materials taken by students during STAAR preparation to identify and address areas of weakness.	Social studies teachers, Principal	Local budget, STAAR testing materials (Mastering 8 th grade STAAR)	2018-2019 school year	Evaluation of STAAR pre-test	STAAR scores
4. Teachers will teach test taking strategies to ensure students are properly prepared for success on the STAAR test.	Social studies teachers	None	2018-2019 school year	Lesson plans	STAAR scores
5. 8 th students will take a social studies benchmark assessment over material covered during the school year, and a released STAAR test. Results will be used to provide feedback and re-teach missed TEKS objectives.	Social studies teachers, Principal, Donna Bradshaw, Dept. Chair	Testing materials provided through the district (Eduphoria)	September, 2018 through March 2019	Benchmark test results	STAAR scores

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Objective 4: 100% of all 8th grade student groupings, including African American, Hispanic, White, At Risk, Eco. Dis., Spec. Ed., 504, LEP, and Migrant, will pass the social studies portion of the STAAR test.

Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
6. All curricula will be aligned with TEKS by ensuring lesson plans and course activities follow state guidelines.	Social studies teachers, Principal, Dept. Chair	Social studies TEKS, History Alive, Glencoe, McGraw Hill, Global Studies Weekly (6th Grade only)	2018-2019 school year	Teacher’s lesson plans	Teacher’s lesson plans, Walk-throughs and observations by principal
7. Students will improve understanding of issues and events in all History classes by using the Promethean active board and the Internet to “bring history to life” through virtual tours.	Social studies teachers	Computer lab on wheels, Computer lab	2018-2019 school year	Lesson plans, Sign up sheet for computer use	STAAR scores
8. Teachers will schedule at-risk students into tutorial sessions before school (7:30 a.m.) to reinforce test taking strategies, history content, and support student areas of need based on data from benchmark tests.	Social studies teachers, Principal	Tutorial materials, Local budget	September, 2018 through April, 2019	Tutorial list, Daily evaluation, Weekly avg.	STAAR scores, 6-week avg.

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Goal 1: Improve Planning Process and Curriculum

Objective 5: 100% of all 8th grade student groupings, including African American, Hispanic, White, At Risk, Eco. Dis., Spec. Ed., 504, LEP, and Migrant, will pass the science portion of the STAAR test.

Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
1. Vertical alignment meetings will be held to adequately meet the needs of all science students as they progress from 6 th through 8 th grade.	Science teachers, Science Dept. Chair, Principal	None	2018-2019 school year	Oral and written reports of teacher meetings	Yearly evaluation
2. All curricula will be aligned with TEKS by ensuring lesson plans and course activities follow state guidelines.	Science teachers, Science Dept. Chair, Principal	Science TEKS	2018-2019 school year	Teacher's lesson plans	Teacher's lesson plans, Walk-throughs and observations by principal
3. Science skills of students will be assessed through evaluation of STAAR pre-test materials taken by students during STAAR preparation to identify and address areas of weakness.	Science teachers, Principal	Local budget, STAAR testing materials	2018-2019 school year	Evaluation of STAAR pre-test	STAAR scores
4. Teachers will teach test taking strategies to ensure students are properly prepared for success on the STAAR test.	Science teachers	None	2018-2019 school year	Lesson plans	STAAR scores
5. All students will take STAAR format science assessments each six weeks and results will be used to provide feedback and re-teach missed TEKS objectives.	Science teachers, Principal, Donna Bradshaw	(Eduphoria), released STAAR test, STAAR related supplements	September, 2018 through April 2019	Benchmark test results	STAAR scores
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Objective 5: 100% of all 8th grade student groupings, including African American, Hispanic, White, At Risk, Eco. Dis., Spec. Ed., 504, LEP, and Migrant, will pass the science portion of the STAAR test.

Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Evaluation	Summative Evaluation
7. Review information provided by STAAR Item Analysis Reports to identify and address areas of weakness and students in need of remediation.	Teachers, Principal, Dept. Chair	TAKS Item Analysis Report, Eduphoria	May – Sept. 2018	Identified areas of weakness are addressed in teaching and lesson plans, Benchmark tests	* 100% of students pass the required STAAR test in 2018 * 50% of students reach the meet standard * 35% of students reach the master standard
8. Involve all students in laboratory and field experiences, and inquiry to improve problem-solving capabilities.	Science teachers	Local budget	2018-2019 school year	Lab reports, Lesson plans	STAAR scores
9. All students will use proper science vocabulary, and will improve critical thinking and scientific problem-solving skills by analyzing, reviewing, and critiquing scientific explanations.	Science teachers	Local budget	2018-2019 school year	Lesson plans	STAAR scores
10. Teachers will schedule at-risk students into tutorial sessions before/after school (7:30 a.m.) to reinforce test taking strategies and science content, and support student areas of need based on data from benchmark and 6-week tests.	Science teachers, Principal	Tutorial materials, Local budget	September, 2018 through April, 2019	Tutorial list, Daily evaluation	STAAR scores

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Goal 1: Improve Planning Process and Curriculum

Objective 6: Sundown Middle School will provide instruction through the Apollo program in the four core academic areas for all identified G/T students.

Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
1. Schedules will be developed to facilitate identified G/T students into the G/T program (Apollo) of the district.	G/T coordinator (Traci Burnett), Principal	None	August 2018	100% of the students who are eligible for, and wish to participate in, the program are scheduled	G/T students in Apollo program
2. Provide an advanced, challenging, and differentiated curriculum/ that enhances all G/T students' strengths and talents.	G/T coordinator (Traci Burnett), Principal	Local budget, G/T funds, Region 17 ESC	2018-2019 school year	Lesson plans, Exhibit creative problem solving skills	Student projects, Student portfolios, STAAR scores, Parent surveys
3. G/T students will present completed G/T projects to the student body, faculty, and community.	G/T coordinator (Traci Burnett), Principal, G/T students	Local budget, G/T funds	2018-2019 school year	Projects and portfolios presented and documented	Project grades, Yearly evaluation
4. Provide opportunities to work together as a group, work with other students, and work independently during the school day and throughout the year.	G/T coordinator (Traci Burnett), Principal, Teachers	None	Weekly	Lesson plans, schedules	Yearly evaluation
5. Ensure opportunity for all students for identification, selection, and placement, with particular focus on ESL, economically disadvantaged, special education, and minority students.	G/T coordinator (Traci Burnett), Principal, Teachers, G/T selection committee	Local budget, G/T funds	Fall 2018, Spring 2019	List of students nominated and to be tested	List of students placed in G/T program

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Goal 1: Improve Planning Process and Curriculum

Objective 7: Sundown Middle School will target individual needs of all students in special programs as evidenced by all special population groups achieving a passing rate of 100% on the required state tests (STAAR and STAAR modified).

Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
1. Programs will be provided for students identified by ARD committees as having handicapping conditions. These may include inclusion, resource (CMC), speech therapy, and classroom modifications.	ARD committee, Classroom teachers, Parent, Spec. Ed. staff, Diagnostician, SPECO, Principal	Special education funds, Local budget, SPECO	2018-2019 school year	Lesson plans, Modifications, Teachers/Spec. Ed. staff conferences	IEP's, STAAR, STAAR modified results, ARD recommendations, Report card
2. Students exempted from taking STAAR will have skills assessed with an alternative assessment based on individual abilities.	ARD committee, Teachers, Parent, Spec. Ed. staff, Diagnostician, SPECO, Principal	State testing materials (STAAR, STAAR A)	March and April of 2019	Increased student learning	STAAR/STAAR A results
3. Teachers will be involved in the decision making process when determining which portions of the STAAR assessment will be taken and any special provisions allowed for each individual student of any special population group.	ARD committee, Teachers, Parent, Spec. Ed. staff, Diagnostician, SPECO, Principal	None	September 2018-March 2019	Documentation of meetings conducted and decisions reached for each student	List of students taking STAAR and portions from which each is exempted
4. The school nurse will screen students for hearing impairments and vision problems, and the district will assist needy students in obtaining glasses or hearing devices through social organizations and agencies.	School nurse, Principal	Screening materials and technology, Lions Club	September or October 2018	Nurses records of screening done	Nurses reports to the state
5. Identify and provide all LEP students an ESL program that develops proficiency in the comprehension, speaking, and reading of English language.	Sandy Lopez, LPAC committee, Teachers, Principal	Local budget	2018-2019 school year, September 2018 identification	Home Language Survey, List of ESL students, Lesson plans	RTPE results, Texas English Language Proficiency Assessment, STAAR scores

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Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
6. Ensure that information to parents of LEP students is provided in the home language.	LPAC committee, Sandy Lopez, Janie Perez, Principal	Local budget	2018-2019 school year	List of qualified translators	Copies of notices sent to parents
7. Identify through 504, students with dyslexia or a related disorder and provide appropriate instructional services and accommodations using Scottish Rite curriculum and trained teachers.	Kathy Palmer, Debbie Tisdale, Principal, Superintendent	Scottish Rite curriculum, Local budget, State Comp. Ed. funds (\$89,365.00); 1.5 FTE	2018-2019 school year	Accommodations followed for each student, Class schedules, Staff training	STAAR scores, Report card, List of students eligible for services
8. Provide services and accommodations as needed for students who may be eligible under Section 504.	504 committee, Principal	Local budget	Daily	List of students identified, Class schedules	List of students receiving services
9. Identify struggling students and implement the RTI process for both academic and behavioral deficiencies.	All teachers	Local budget	2018-2019 school year	Functional behavioral Assessment, Teacher observation, progress reports, report card	STAAR scores, progress reports, report card

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Objective 8: All At-Risk students will receive the additional assistance needed to progress academically and pass each portion of the STAAR at a rate of 100%.

Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
1. Identify students at risk of dropping out of school using state criteria.	Teachers, Counselor, Principal	Local budget	End of 1 st six weeks and throughout the 2018-2019 school year	At-risk criteria distributed	List of at-risk students identified
2. Provide teachers with the confidential list of At-Risk students and criteria used for identification.	Principal, Secretary	None	October 2018	List developed and up-dated	All teachers with list and supporting criteria
3. Provide accelerated, intensive program for At-Risk students failing the STAAR through tutoring, computer-assisted instruction, extended day, summer school, and specialized reading/math classes.	Principal, Teachers, Bobbie Terry	Local budget	2018-2019 school year	Progress reports, Report card, benchmark tests	STAAR scores, Report card
4. Provide individualized and group counseling for students identified At-Risk.	Counselor, Principal	Local budget	2018-2019 school year	Improved grades, Improved attitude toward learning, Office referrals	Yearly evaluation of office referrals and counseling sessions
5. Counsel with any student who fails a core subject class during each six-week grading period.	Principal, Counselor	None	2018-2019 school year	Six-week failure report	End of year failure report, Report card
6. Place students in zero hall for assignments not completed until the work gets done right and meets passing standards in order to reduce the number of failures during each six-week period.	Principal, Teachers	Local budget	2018-2019 school year	List of students in zero hall, Progress reports, Report card	STAAR scores, End of year failure report, Report card, Summer school list

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Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
7. Incorporate the RtI model to increase the opportunity for all students to meet academic achievement standards through early identification of students whose academic and/or behavioral needs place them at risk before referring them to be tested for special programs.	Teachers, Principal, Special Ed Coordinator,, 504 Coordinator	RtI folder, Referral package from SPECO, State Comp. Ed. funds (\$89,365); 1.5 FTE	2018-2019 school year	Daily teacher assessments and observations, Progress reports	Record of student referrals
8. Sundown Middle School will provide an after school program (Pipeline) to assist students needing extra help with homework.	Bobbie Terry, Administration	Local budget	M,T,W,Th, of the 2018-2019 school year	Daily sign in list and time cards, Progress reports, Report card	Report card

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Objective 9: Sundown Middle School staff will be provided training opportunities to grow professionally, and will be accountable to implement these strategies and techniques to adequately support the educational programs that serve the students.

Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
1. All new G/T teachers and administrators will receive the state required 30 clock hours of training including the nature and needs of the G/T student, assessing student needs, and curriculum and instruction for gifted students.	Principal, Traci Burnett	Local budget, ESC 17	2018-2019 school year	All teachers providing G/T instruction will complete the appropriate training requirements	Certificate of completion
2. G/T teachers, administrators, and G/T committee members will receive the state required 6 clock hours of training per year in order to improve services to G/T students.	Principal, Traci Burnett	Local budget, ESC 17, Comp. days	June-August 2018	Attendance list and agendas of training attended	Certificate of completion
3. Staff development will address the Special Education areas of: effective teaming for instructional support, adequate assessment to determine educational need for related services, reevaluation, and transition requirements.	Principal, DWDMC, SBDMC	ESC 17, SPECO, Local budget, Private vendors	2018-2019 school year	Attendance list and agendas of training attended	Certificate of completion
4. Staff development will be provided in Dyslexia teaching methodologies, techniques and instruction.	Principal, SBDMC, DWDMC, Kathy Palmer, Debbie Tisdale	ESC 17, Local budget, Private vendors	2018-2019 school year	Attendance list and agendas of training attended	Students referred based on teacher request, 504 plans implemented by teachers
5. Staff development will be provided in teaching methodologies, techniques and instruction to help deal with cultural differences, and eliminate economic, gender, and racial bias in materials, methods, and practices.	Principal, SBDMC, DWDMC	ESC 17, Local budget, Private vendors	2018-2019 school year	Attendance list and agendas of training attended	Certificate of completion

District Name: Sundown Independent School District

Superintendent: Scott Marshall

Campus Name: Sundown Middle School

Principal: Jeremy Griffith

Goal 1: Improve Planning Process and Curriculum

Objective 9: Sundown Middle School staff will be provided training opportunities to grow professionally, and will be accountable to implement these strategies and techniques to adequately support the educational programs that serve the students.

Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
6. Staff will be given the opportunity to provide input to determine staff development opportunities.	Administration, Teachers, DWDMC	ESC 17, Local budget, Private vendors	2018-2019 school year	Teacher suggestions, Suggestions from the SBDMC	Campus needs assessment survey, Campus Improvement Plan
7. Staff will use 3 days each summer to participate in teacher training and ongoing professional development on content and student performance standards.	Administration, Teachers,	ESC 17, Local budget, Private vendors	June 2018-August 2019	Approval of courses/workshops selected for appropriate content	Certificate of completion
8. Staff will attend technology training in order to integrate technology and the Promethean active boards into curriculum.	ESC 17, Technology personnel (Jack Robertson), Principal,	Local budget	2018-2019 school year, June 2018-August 2018	Attendance list and agenda of training attended	Certificate of completion

District Name: Sundown Independent School District
Campus Name: Sundown Middle School

Superintendent: Scott Marshall
Principal: Jeremy Griffith

Goal 1: Improve Planning Process and Curriculum

Objective 9: Sundown Middle School staff will be provided training opportunities to grow professionally, and will be accountable to implement these strategies and techniques to adequately support the educational programs that serve the students.

Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
10. Staff will raise the rigor of instruction in the classroom through the increased use of higher level questioning, and will develop lessons that provide academic challenges requiring students to synthesize information and think critically by implementing the theories of Bloom’s Taxonomy of Instruction and Mike Schmoker’s insights from his book <i>Focus: Elevating the Essentials to Radically Improve Student Learning</i> .	Teachers, Principal	Local budget, <i>Focus: Elevating the Essentials to Radically Improve Student learning</i> , Bloom’s Taxonomy, articles sent by the principal	Daily, 2018-2019 school year	Lesson plans, Walk-throughs	Summative conference, T-TESS
11. Staff will ensure that students do more reading and writing in every content area to meet our goal of preparing students for higher education, careers and citizenship.	Teachers, Principal	Local budget	Daily, 2018-2019 school year	Lesson plans, Walk-throughs	Summative conference, T-TESS
12. Staff will increase the rigor of assignments and assessments in every content area.	Teachers, Principal	Local budget	Daily, 2018-2019 school year	Lesson plans, Walk-throughs, Copies of tests given to principal	Summative conference, T-TESS, Analysis of assessments
13. Staff will plan lessons that focus on engaging student work and higher levels of student engagement during class.	Teachers, Principal	Local budget, John Antonetti in-service	Daily, 2018-2019 school year	Lesson plans, Walk-throughs, student learning	Summative conference, T-TESS, Student learning and engagement

District Name: Sundown Independent School District
Campus Name: Sundown Middle School

Superintendent: Scott Marshall
Principal: Jeremy Griffith

Goal 1: Improve Planning Process and Curriculum

Objective 10: All Sundown Middle School students will be able to use technology to make decisions, acquire information, solve problems, and communicate.

Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
1. Sundown Middle School students will use the Internet to conduct research. Students will use productivity tools in the production of assignments such as word processing, Powerpoint presentations, spreadsheets, and charts.	Teachers	Local Budget, Visioning Document (Article I)	2018-2019 school year	Lesson plans, Increased student achievement	T-TESS, Report card
2. Sundown Middle School students will have many opportunities each 6 weeks to use technology during classroom instructional time through the use of the wireless “computer on wheels” mobile cart, the computer lab, and Ipads. A new cart was added in August, 2017 (3 total carts).	Teachers, Principal	Local Budget, Visioning Document (Article I)	2018-2019 school year	Documentation of lab usage by instructors, Lesson plans, Lab signup sheet, Ipads checked out	T-TESS, Lab sign up sheets
3. Staff will increase the use of technology and online services to supplement and enhance instruction, and effectively engage all students in the lesson being presented.	Teachers, Principal	Local Budget, Visioning Document (Article I)	2018-2019 school year	Documentation of lab usage by instructors, Lesson plans, Lab signup sheet, Workshops attended, Ipads checked out	T-TESS, Lab signup sheets, certificates of completion
4. Sundown Middle School will maintain and use Promethean ACTIVboards in all classrooms for the purpose of teacher and student achieving greater interaction with the lessons and teaching materials, and enriching the learning process.	All Teachers , Principal, Dept. Chairs, Jack Robertson, Superintendent	Local Budget, Promethean ACTIVboards,	2018-2019 school year	Lesson plans, Improved understanding and retention of lessons taught, Real-time assessment and feedback, Student motivation and engagement	STAAR scores, Report cards

District Name: Sundown Independent School District
Campus Name: Sundown Middle School

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Principal: Jeremy Griffith

Goal 1: Improve Planning Process and Curriculum

Objective 10: All Sundown Middle School students will be able to use technology to make decisions, acquire information, solve problems, and communicate.

Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
<p>5. Staff will embrace the potential technology has to be used as an opportunity and tool for anywhere, any time, any place learning. We do not want to limit learning to particular times, places, and conventions. The new math curriculum has online help videos that students can engage with.</p>	<p>Teachers, Principal</p>	<p>Local Budget, Visioning Document (Article I.a, I.b, I.c)</p>	<p>2018-2019 school year</p>	<p>Lesson plans, Student access and log on to network management system</p>	<p>Student and parent surveys, Math grades at end of year, STAAR testing</p>
<p>6. A document camera is in each class for presentation purposes. It is used by teachers and students.</p>	<p>Sundown ISD</p>	<p>Local Budget</p>	<p>2018-2019 school year</p>	<p>Use of document camera by teachers and students</p>	<p>Feedback from teachers and students at end of year</p>

District Name: Sundown Independent School District
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Principal: Jeremy Griffith

Goal 1: Improve Planning Process and Curriculum

Objective 11: Sundown Middle School will evaluate course offerings and student needs in order to determine curriculum offerings.

Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
<p>1. Sundown Middle School will offer all 8th grade students the opportunity to receive a ½ credit of high school speech if they meet all criteria for passing the course. Speech will be taught within the technology class and G/T class.</p>	<p>LaDonna Jones, Traci Burnett, Jeremy Griffith</p>	<p>Local Budget</p>	<p>2018-2019 school year</p>	<p>Lesson plans, Course activities, walk-throughs, progress reports, report cards</p>	<p>Report cards, Number of students receiving a ½ speech credit, end of year surveys</p>
<p>2. 8th students not taking a technology class, or in the G/T class, may be given the opportunity to receive ½ credit of speech during the summer if a teacher is available.</p>	<p>LaDonna Jones, Traci Burnett, Jeremy Griffith, HS speech teacher</p>	<p>Local Budget</p>	<p>Summer of 2019</p>	<p>Lesson plans and course activities follow TEKS, number of students signed up to take summer course</p>	<p>Number of students receiving ½ speech credit</p>

District Name: Sundown Independent School District
Campus Name: Sundown Middle School

Superintendent: Scott Marshall
Principal: Jeremy Griffith

Goal 2: Improve School Climate

Objective 1: Sundown Middle School will attain a campus attendance rate (ADA) of 98%.

Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
1. Sundown Middle School will promote attendance by contacting parents of any student absent for the day in order to find out why.	Principal, Janie Perez,	None	Daily	Absentee reports, Daily attendance records	PEIMS, Attendance rate
2. Students returning from being absent must have a note from the doctor or parent.	Principal, Janie Perez	None	Daily	Daily attendance records	Record of absences filed, Student records
3. Students will receive “Roughneck bucks” each week they are not absent, tardy, or in detention, and will be able to spend them for various activities according to guidelines.	Principal, Janie Perez, Teachers	Local budget,	Weekly	Daily attendance records	Attendance records, Decrease in absences
4. Students will be recognized for maintaining perfect attendance throughout the entire school year during awards ceremony.	Principal	Local Budget	May 2019	Daily attendance records	Attendance and absentee reports
5. Parent’s of students that have excessive absences during a semester will be notified by letter reinforcing the importance of attendance.	Principal	None	2018-2019 school year	Daily attendance records	Record of letters written and sent
6. Students that have not had any absences for the six-weeks will be recognized for their exemplary attendance record.	Principal, Secretary, Teachers	Local Budget	2018-2019 school year, Each six-weeks	List of student names for perfect attendance each six-weeks, Increase in students being recognized	Attendance records, Decrease in absences, Increase in students being recognized at end of year awards assembly

District Name: Sundown Independent School District
Campus Name: Sundown Middle School

Superintendent: Scott Marshall
Principal: Jeremy Griffith

Goal 2: Improve School Climate

Objective 2: Sundown Middle School will attain a dropout rate of 0% for all students enrolled.

Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
1. Students will continue to be identified as potential dropouts using state “At-risk” criteria.	Principal, Janie Perez	PEIMS	2018-2019 school year	Update list each semester, Track students who check out of school	PEIMS
2. Teachers will stress the importance of education in gaining entry-level employment in a high skill job and/or continuing the student’s education at the postsecondary level.	Principal, Teachers, Counselor	Education materials from counselor	2018-2019 school year	Improved attitude toward to education	Students promoting to the next grade level
3. Sundown Middle School will provide an after school program (Pipeline) to assist students identified as “at-risk” of dropping out that need extra help with homework.	Bobbi Terry, Administration	Local budget	M, T, W, Th, of the 2018-2019 school year	Daily sign in list and time cards, Student success, Report card, Progress reports	All students being promoted to next grade level

District Name: Sundown Independent School District
Campus Name: Sundown Middle School

Superintendent: Scott Marshall
Principal: Jeermy Griffith

Goal 2: Improve School Climate

Objective 3: Sundown Middle School will create a positive, drug free and non-violent school environment that will enhance classroom learning, ensure safety for all students and staff, provide each student the opportunity to feel positive about themselves, and assist students in a smooth transition from elementary to the middle school campus.

Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
1. A "Character Counts" program will emphasize good citizenship, responsibility, caring, trustworthiness, fairness, respect, perseverance, self-discipline and will address bullying to help students develop good morals and ethics.	Principal, All teachers, Aides, Secretary, Custodian	Project Wisdom material and Educator's Resource Site, Program presenters	Daily during announcement period and each Monday during activity period	Daily schedule of messages read over announcements, Daily monitoring of student behavior. Meetings and feedback from teachers.	Fewer discipline referrals, Feedback from all students and teachers on survey, Decline in bullying
2. Have a meeting with all 5 th grade elementary students and their parents to assist students in making a smooth transition to the middle school by touring 6 th grade classes, and having the opportunity to ask questions in an informal setting.	Principal, Teachers, Secretary	Local budget	May 2019	Letter sent to all 5 th grade students and their parents, Record of date and time for 5 th grade students and parents to tour school and ask questions	Feedback from parents and 5 th grade students, student and parent survey
3. District ISS/Redirection and DAEP programs will continue to be provided.	Administration	Local budget	2018-2019 school year	Records kept for students assigned to ISS and DAEP	PEIMS, Ensure district has provisions established for the program
4. Staff and students will be trained in crisis procedures and follow the District Crisis Management Plan.	Administration, Teachers, Paraprofessionals, EMS, Local law enforcement	Local law enforcement, EMS, TASB services	2018-2019 school year	Crisis Prevention/Intervention, Drills	Accident reports, Record of Drills
5. Parents will be notified by phone or mail each time a student is referred to the office for disciplinary reasons, indicating why student was sent and what consequences were administered. Notification will be made according to the severity of the offense.	Principal, Janie Perez, Teachers	Local budget	2018-2019 school year	Discipline records	Referral records

District Name: Sundown Independent School District
Campus Name: Sundown Middle School

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Principal: Jeremy Griffith

Goal 2: Improve School Climate

Objective 3: Sundown Middle School will create a positive, drug free and non-violent school environment that will enhance classroom learning, ensure safety for all students and staff, provide each student the opportunity to feel positive about themselves, and assist students in a smooth transition from elementary to the middle school campus.

Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
6. A student handbook outlining the campus discipline system will be given to all students, and will be reviewed on first day of school. Parents and students will be asked to read it and return a signature page indicating that they have read and understand the contents.	Principal, Teachers, School Board, Secretary	Local Budget	August 2018	Handbook reviewed with students at beginning of school year, Handbook sent to every student	100% returned parent signature pages to office
7. A school-wide effectiveness survey will be administered to solicit concerns and feelings of the parents, students, and staff regarding the educational process and climate of Sundown Middle School.	DWDMC, SBDMC, Administration, Teachers	Local budget, Survey material	April 2019	Record of surveys distributed	Surveys collected and analyzed, Data given to principal and DWDMC
8. Teachers will contact the parents/guardians of students (1-2 positive contacts/week) concerning student success. Notes/letters will be translated into Spanish when parents in the home do not speak English.	Teachers, Principal	Local Budget	2018-2019 school year	Parent contacts submitted weekly by staff	School-wide effectiveness survey, Documentation of parent contacts
9. All 6 th grade students will meet with school counselor once/week for 12 weeks to learn about and discuss support systems, friendships, communication skills, relationships, bullying, and consequences related to good and bad decisions.	Counselor	Local Budget	2018-2019 school year	Student schedules, Attitudes of students observed	Attendance records

District Name: Sundown Independent School District
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Goal 2: Improve School Climate

Objective 3: Sundown Middle School will create a positive, drug free and non-violent school environment that will enhance classroom learning, ensure safety for all students and staff, provide each student the opportunity to feel positive about themselves, and assist students in a smooth transition from elementary to the middle school campus.

Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
10. Participate in Red Ribbon Week to help students make good choices about not being involved with tobacco, drugs, and alcohol.	Counselor, Student Council (Elise Marshall)	Red Ribbon Week material, Local budget	October 2018	Students participate in activities outlined for the week	Names of students signing poster committing to remain tobacco, alcohol, and drug free
11. Maintain a tobacco, drug and alcohol free environment by students and staff volunteering to participate and adhere to the district's drug deterrent plan.	Administration, Faculty, Students	Local budget, Drug dogs, Private vendors	2018-2019 school year	Random drug testing of students and faculty throughout the year	Results of drug testing
12. Students will be recognized and rewarded for being on the A-B honor roll and not having any absences for the six-weeks.	Principal, Teachers, Secretary	Local budget	Every 6-weeks	Increase in students being recognized	Honor roll records, Student recognition at end of year awards assembly
13. Security cameras used and reviewed to enhance safety and security of all students and faculty. More cameras were added in 2013-2014.	Principal, Secretary (Janie Perez), Jack Robertson, Robert Dalton	Local budget	2018-2019 school year	Monitors linked to cameras viewed regularly	Fewer discipline problems, Feedback on surveys
14. Sundown Service Challenge Committee.	Elise Marshall, Principal	Local budget, Student donations	2018-2019 school year	Christmas and Easter baskets for Sr. Citizens, Involvement in other service projects throughout the year	Records of money/gifts raised and projects participated in

District Name: Sundown Independent School District
Campus Name: Sundown Middle School

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Principal: Jeremy Griffith

Goal 2: Improve School Climate

Objective 3: Sundown Middle School will create a positive, drug free and non-violent school environment that will enhance classroom learning, ensure safety for all students and staff, provide each student the opportunity to feel positive about themselves, and assist students in a smooth transition from elementary to the middle school campus.

Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
15. Letter sent to students inviting them to get familiar with the campus, location of their classes, and get their locker set up during school registration	Secretary, Principal, Student council	Local budget	August 2018	Letter sent to students and parents	Student and parent surveys
16. Increase student and parent awareness of bullying behavior and interventions/preventions; Disseminate educational information about bullying through videos, presentations, programs, newsletters, and classroom discussions.	Counselor, Principal, Teachers	Local Budget, Bullying videos and materials, Aim for Success organization	2018-2019 school year	Student and parent feedback; Discipline referrals; Programs, presentations and videos implemented	Student and parent surveys; Discipline referrals

District Name: Sundown Independent School District
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Principal: Jeremy Griffith

Goal 2: Improve School Climate

Objective 4: Sundown Middle School will implement programs and activities that have a positive impact on student health and wellness, including nutrition and physical education.

Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
1. All students will participate in the Fitness Gram physical fitness assessment at end of year.	Coaches and PE Teachers	Local Budget	2018-2019 school year	Lesson plans, Records and Charts, Improved scores throughout the year	Fitness Gram results, End of year results. The % of students scoring in the Healthy fitness Zone for Body Mass Index will be at or above 80%. The % of students scoring in the Healthy Fitness Zone for cardiovascular fitness will be at or above 70%.
2. Continue quality health services and screenings for all students.	School nurse	Local Budget	2018-2019 school year, usually done in October	Health records	Results of yearly exam
3. All students will be given the opportunity to participate in at least one program each year emphasizing making good choices concerning drugs, tobacco, alcohol, and abstinence.	Counselor, Principal, Presenters	Local Budget, Aim For Success Program	2018-2019 school year	Student participation in programs	Results of student and parent surveys, School discipline records
4. All students will be involved in 30 minutes or more of physical activity per day.	Coaches and PE Teachers, Principal	Local Budget	2018-2019 school year	Lesson plans, Records/Progress Charts showing improvement throughout the year	Lesson plans, Report card, Improved personal fitness
5. Each staff member that is part of the "Crisis Response Team" for the middle school campus will be trained in CPR and in the use of the AED. A flow chart created by the school nurse will be used in any crisis situation (updated procedures). All team members are familiar with their responsibilities in case of a crisis.	Crisis Response Team, Superintendent, Principal, Professional Health Personnel, Brittany Huerta (school nurse), LaDonna Jones, Secretary	Local Budget	August 2018	Training in CPR and in the use of the AED machine.	All members of the Crisis Response Team will receive a certificate card signifying that they are proficient in the use of the AED machine and in CPR.

District Name: Sundown Independent School District
Campus Name: Sundown Middle School

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Principal: Jeremy Griffith

Goal 3: Improve Parental Involvement and Communications

Objective 1: Sundown Middle School will encourage more dialogue between parents/guardians and the community to increase their participation in the educational process in order to strengthen the bond between home and school.

Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Assessment	Summative Assessment
1. Sundown Middle School will host a “meet and greet night” before the start of school to provide parents/guardians and family the opportunity to meet and visit with all the teachers.	Principal, Teachers	Local Budget	August 2018	Parent sign-in sheets	At least 70% of all families represented as documented on sign-in sheets
2. Parent/teacher conferences will be conducted with parents/guardians of students failing any part of the STAAR.	Principal, Teachers, Parents	None	August 2018, May 2019	Improved parent involvement in child’s education	Record of conferences held
3. Invite and encourage parents to attend life management training (e.g. “Building Strong families: Tools for Success”) by providing transportation and paying for the cost of the training.	Principal, Teachers, School Board, Superintendent	Local budget	November, 2018	Parent attendance, Letter sent by administration inviting all parents	Documented attendance
4. The community will be encouraged to access the district web site concerning information on school related activities and functions.	Principal, Technology personnel (Clelia Castillo, Jack Robertson)	Local budget	2018-2019 school year	Web site updated on regular basis	Web site current
5. The Sundown Middle School Campus Improvement Plan will be posted on the district web site.	Principal, Technology personnel (Clelia Castillo)	Local budget	2018-2019 school year	CIP written and submitted for posting	CIP posted as part of the district web site

District Name: Sundown Independent School District
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Principal: Jeremy Griffith

Goal 3: Improve Parental Involvement and Communications

Objective 1: Sundown Middle School will encourage more dialogue between parents/guardians and the community to increase their participation in the educational process in order to strengthen the bond between home and school.

Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Evaluation	Summative Evaluation
6. A letter will be sent home or phone call made to the parents of students that repeatedly turn in incomplete assignments and end up in detention after school 7 or more times for each six-weeks, reminding them of the availability of tutorials (7:30-7:55 a.m.) and pipeline (3:45-6:00) for help with homework.	Principal, Secretary (Janie Perez)	Local budget	2018-2019 school year	Record of students in zero hall for incomplete assignments	Record of letters sent to parents
7. A school-wide effectiveness survey will be administered to solicit concerns and feelings of the parents, students, and staff regarding the educational process and climate of Sundown Middle School.	DWDMC, SBDMC, Administration, Teachers, Parents, Students	Local budget, Survey material	April 2019	Record of surveys distributed	Surveys collected and analyzed, Data given to principal, SBDMC and DWDMC
8. Invite parents to the school for special activities such as: band concerts, UIL contests and recognition ceremony, and end of year awards ceremony.	Principal, Teachers, Superintendent	Local budget, City bill board, Superintendent monthly news letter	2018-2019 school year	Announcements made at school, Superintendent informed of special events to put in monthly newsletter, Use of city sign	Parent and community attendance
9. Invite all 5 th grade parents to a meeting at the end of the year to allow them to ask questions in an informal setting to help them and their child with the transition to middle school.	Elementary Principal, MS Principal	Local budget	May 2019	Message sent to all 5 th grade parents	Feedback from parents

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Goal 3: Improve Parental Involvement and Communications

Objective 1: Sundown Middle School will encourage more dialogue between parents/guardians and the community to increase their participation in the educational process in order to strengthen the bond between home and school.

Strategies/Activities	Person(s) Responsible	Resources	Timeline	Formative Evaluation	Summative Evaluation
<p>10. Grade reports will be given to all students every 3 weeks. Failure notices (below 70) will be mailed each week, and students with a 70-74 will have grade reports mailed each week, and will be required to be in tutorials.</p>	<p>Principal, Teachers, Secretary</p>	<p>Local budget</p>	<p>September 2018-May 2019</p>	<p>Record of letters sent to each home.</p>	<p>Parent Survey and feedback from parents.</p>
<p>11. Teachers will take advantage of the technology and social media tools available as a means to keep parents and students informed throughout the year.</p>	<p>Teachers, Principal</p>	<p>Local budget, [www.Remind.com], School Reach</p>	<p>2018-2019 school year</p>	<p>Use of “School Reach”, Teacher use of www.Remind.com</p>	<p>Parent and Student Surveys, Feedback from parents</p>
<p>12. The Apollo program will host a parent night in order to introduce the parents to the robotics project that their students will be working with this year. Parents will be given information about the different contests the students will be involved in with their robots.</p>	<p>Traci Burnett</p>	<p>Local budget</p>	<p>October, 2018</p>	<p>Sign in sheets</p>	<p>Feedback from students and parents.</p>