

# Strategic District Improvement Plan 2007-2008 Activities Year 5 of 5

## I. CURRICULUM AND INSTRUCTION PRIORITY OBJECTIVES

**PRIORITY:** Increase student achievement and academic success by strengthening educational programs and opportunities for all students, teachers, and staff.

◆ **Objective 1. Increase student achievement in core areas: English/Language Arts, Reading, Writing, Math, Science, and Social Studies.**

MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
I.1.1. Initiate district focus on raising the achievement of economically disadvantaged students particularly in math and science, K-12.	Deputy Superintendent for C&I C&I staff	<p>Established instructional initiatives in core areas to address raising the achievement of economically disadvantaged students.</p> <p>Held meetings with target campuses focusing on raising the achievement of economically disadvantaged students.</p> <p>Presented research and best instructional strategies for working with economically disadvantaged students during Administrator Institute and the Leader Colleges.</p> <p>Reviewed economically disadvantaged student performance with targeted schools.</p> <p>Added Ruby Payne's work to NISD professional developments.</p>	<p>Provided staff development for entire C&amp;I department on Building Academic Vocabulary to support achievement of economically disadvantaged students.</p> <p>Began introduction of Marzano's Academic Vocabulary in the elementary and secondary classrooms.</p> <p>Continued focus on vocabulary using Marzano strategies with the coordinators.</p> <p>Conducted discussions on the first Marzano book and requested that coordinators return to their campuses to facilitate further discussions with their departments and begin preparing lists of vocabulary for each grade/course.</p> <p>Began discussing next step of Academic Vocabulary with coordinators: discussing Marzano's second book and facilitating discussions with departments.</p> <p>Provided secondary Social Studies staff development focused on strategies to assist economically disadvantaged students.</p> <p>Provided staff development for Math Specialists where CDB data was analyzed and ideas were shared for working with economically disadvantaged students.</p> <p>Continued meetings with targeted grade level teams by elementary and math specialists to monitor performance of the economically disadvantaged students.</p>	<p>Continued with academic vocabulary focus and set completion deadlines for instructional specialists to complete the academic vocabularies.</p> <p>Continued to provide core content support at the elementary and secondary levels on strategies to assist economically disadvantaged students.</p> <p>Worked with the schools targeted for technical assistance.</p> <p>Provided data to administrators and core specialists on CDB performance of economically disadvantaged students.</p> <p>Provided staff development for math teachers at middle and high school on TAKS strategies, resources, and planning.</p>	<p>Continued academic vocabulary focus with completion of the content vocabularies.</p> <p>Designed the staff development plan for the three modules of academic vocabulary.</p> <p>Continued to provide core content support at the elementary and secondary levels on strategies to assist economically disadvantaged students.</p> <p>Continued work with the schools targeted for technical assistance.</p> <p>Provided data to administrators and core specialists on CDB performance of economically disadvantaged students as well as all students and sub-group performance on TAKS.</p> <p>Continued to provide staff development for math teachers at middle and high school on TAKS strategies, resources, and planning.</p> <p>Designed and disseminated to principals and deans an improvement plan for 9<sup>th</sup> and 10<sup>th</sup> grade math including a tiered curriculum, a new one-week academy for new and struggling math teachers, and a structure for coaching the coaches.</p> <p>Met with PCAT (Principals' Curriculum Advisory Team) to finalize elementary CDB calendar.</p>

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			<p>Shared ideas on use of mini-assessments to target specific needs of students.</p> <p>Arranged for 3<sup>rd</sup> grade teachers from Ward to visit Westwood Terrace 3<sup>rd</sup> grade classes to gather ideas on how to meet the needs of the economically disadvantaged student.</p>		<p>Planned and published 08-09 elementary meeting dates for:</p> <ul style="list-style-type: none"> <li>• Reading and Math Specialists</li> <li>• Science and Social Studies Facilitators</li> <li>• Foundation of Learning for Team Leaders</li> <li>• Leader College</li> </ul>
<p><b>I.1.2.</b> Provide coordinated district wide staff development.</p>	<p>Executive Directors of Elementary and Secondary Instruction Directors of School Improvement Initiatives and Organization and Staff Development</p>	<p>Provided training on the KUDs (Know, Understand, Do) to facilitators, team leaders, and elementary teachers.</p> <p>Held sessions of Leader College for Math Specialists, Math Staff Development Teachers, and Academic Support Teachers.</p> <p>Provided on-going sessions of “Revisiting Fast Freddy for the Economically Disadvantaged Student” and “Vocabulary Strategies Sessions.”</p> <p>Began book study with Math Specialists and Math Staff Development Teachers using the <u>Math Coach Field Guide</u>.</p> <p>Began implementation of the Teaching American History grant professional development with Texas State University</p> <p>Provided professional development for all middle school math and science teachers.</p> <p>Presented the following elementary staff development sessions;</p> <ul style="list-style-type: none"> <li>• New Teacher Academy: K-5 Reading Assessment; Writing Assessment; Curriculum and Instruction Overview.</li> <li>• Elementary Institute: 2<sup>nd</sup> -5<sup>th</sup> grade Writing Rubrics; TAKS Reading 101; TAKS Writing 101; Guided Reading; Writing:</li> </ul>	<p>Continued to present staff development to campuses and individual teams of teachers on the KUDs.</p> <p>Provided staff development to elementary administrators at Curriculum Updates that they can reproduce for their campuses.</p> <p>Provided staff development to campuses on content literacy.</p> <p>Continued to work with Texas State University to provide professional development to members of the Teaching American History grant cohorts.</p> <p>Planned a full week of staff development in June to concentrate on AP/Pre-AP, but will be offered to all social studies teachers.</p> <p>Presented the following elementary staff development sessions:</p> <ul style="list-style-type: none"> <li>• T5 process (test taking strategies) for science teachers</li> <li>• Facilitators’ training for family science nights, science and literacy programs</li> <li>• TAKSCOPE (TAKS review materials) training for targeted campuses</li> <li>• Math TEKS Connections for Multiplication and Division for Math Specialists and Ward teachers</li> <li>• Revisiting the Fast Freddy Problem Solving Model for Math</li> </ul>	<p>Continued working with Texas State University to provide professional development to members of the Teaching American History grant cohorts.</p> <p>Conducted professional development for HS Science coordinators and leaders on use of CMS to analyze practice TAKS test data.</p> <p>Continued planning and developing elementary science summer program for eight campuses.</p> <p>Presented the following elementary staff development sessions:</p> <ul style="list-style-type: none"> <li>• Conceptual Understanding of Measurement and Geometry</li> <li>• Error Analysis</li> <li>• 5<sup>th</sup> Grade “Racing to Success” TAKS Blitz</li> <li>• 4<sup>th</sup> Grade “Final Four Slam Dunk” TAKS Blitz</li> <li>• 3<sup>rd</sup> Grade “Grand Slam” TAKS Blitz</li> <li>• FAST Freddy for Primary Teachers</li> </ul> <p>Presented the following secondary staff development sessions:</p> <ul style="list-style-type: none"> <li>• ELA Book Study: MS—Kelly Gallagher’s Teaching Adolescent Writers, HS—Thomas Friedman’s The World is Flat</li> <li>• Continued staff development for Writing Institute of Northside Elementary and Secondary</li> </ul>	<p>Continued to refine and present KUDs to teachers.</p> <p>Planned and developed sessions for Elementary Institute and New Teacher Academy.</p> <p>Refined and completed the elementary academic vocabulary word lists across core content areas.</p> <p>Began revisions for the 4<sup>th</sup> grade Earth Science curriculum.</p> <p>Conducted a five-day intervention for 5<sup>th</sup> grade students at three targeted campuses.</p> <p>Met with elementary WIN trainers to discuss their role as staff developers.</p> <p>Continued working with Texas State University to provide professional development to members of the Teaching American History grant cohorts.</p> <p>Continued to conduct professional development for HS science coordinators and leaders on use of CMS to analyze practice TAKS test data.</p> <p>Continued planning and developing elementary science summer program.</p> <p>Presented the following elementary staff development sessions:</p> <ul style="list-style-type: none"> <li>• Science TAKS Blitz</li> </ul>

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		<p>Developing Ideas, Focus and Organization, Voice; TPRI; Tejas Lee.</p> <ul style="list-style-type: none"> <li>• Super Saturday: Guided Reading; TAKS 101, Teaching Writing with Mentor Text, Scott Foresman textbook training.</li> <li>• Holistic Scoring English and Spanish</li> </ul> <p>Presented the following secondary staff development sessions;</p> <ul style="list-style-type: none"> <li>• Writing Institute of Northside (WIN), Taste of WIN, WIN Refresher</li> <li>• Literature Circles</li> <li>• Laying the Foundation: Introductory and Close Reading Modules</li> <li>• SE Writing Weeks I and II</li> <li>• Biology Institutes</li> <li>• Algebra Institutes</li> <li>• Focus on Fluency initiative with district-wide training for all MS reading teachers HS reading specialists</li> <li>• Junior Great Books training and support for reading teachers</li> <li>• Jim Burke's workshop on adolescent reading w/ tips, tools, and techniques for at-risk and eco-dis students</li> <li>• Socratic Seminars with focus on <i>Adolescent Literacy</i></li> <li>• Coordinators' and HS reading specialists' book study on <i>Adolescent Literacy</i></li> <li>• <i>Thinking Maps</i> training and curricular overviews at New Teacher Academy</li> <li>• <i>Read 180</i> and <i>Adolescent Earobics</i> training district and</li> </ul>	<p>Specialists</p> <ul style="list-style-type: none"> <li>• E-Mat (Early Mathematics Assessment Training) Training for Math Specialists</li> <li>• Held sessions of Leader College for Math Specialists, Math Staff Development Teachers, and Academic Support Teachers.</li> </ul> <p>Presented the following secondary staff development sessions:</p> <ul style="list-style-type: none"> <li>• AP/Pre-AP social studies forum</li> <li>• TAKS focused Winter Conference</li> <li>• Middle and High School Coordinator Book Study and Blog: <i>Adolescent Literacy</i></li> <li>• TAKS Strategy Sessions at Holmes and Jay</li> <li>• SAT Strategy Session at Holmes</li> <li>• Algebra, Geometry, Algebra II, 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grade Math and Science</li> </ul> <p>Provided the following K-12 Professional Development sessions:</p> <ul style="list-style-type: none"> <li>• Planting Seeds for Effective Classroom Management</li> <li>• 4MAT Learning Styles</li> <li>• Cooperative Learning</li> <li>• Parents on Your Side</li> <li>• Ruby Payne Understanding the Framework of Poverty and Learning Structures</li> <li>• Setting Up Your Classroom for Success</li> <li>• Nine Essential Skills of Love and Logic (methods for gaining student cooperation and having more positive discipline techniques)</li> </ul>	<p>Trainees</p> <ul style="list-style-type: none"> <li>• ELA Open-Ended Strategy Lessons</li> <li>• ELA TAKS Strategies for Warren Tenth-Grade Teachers</li> <li>• ELA Open-Ended Scoring for New Middle School Teachers</li> </ul> <p>Provided the following K-12 Professional Development sessions:</p> <ul style="list-style-type: none"> <li>• 4MAT Learning Styles</li> <li>• Cooperative Learning</li> <li>• Creating Foldables</li> <li>• Parent Conferencing and Communication</li> <li>• Ruby Payne Understanding the Framework of Poverty and Learning Structures</li> <li>• Nine Essential Skills of Love and Logic (methods for gaining student cooperation and having more positive discipline techniques)</li> <li>• The Essential 55</li> <li>• Avoid the Drain! Use the Brain!</li> </ul>	<ul style="list-style-type: none"> <li>• Summer Science Program for 4<sup>th</sup> grade students at Title I campuses</li> <li>• Fast Freddy Problem Solving tournament</li> <li>• Reading and Math for summer school STEP teachers</li> <li>• Helping writers look at punctuation for 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> grade teachers</li> <li>• Reading and writing instruction for reading specialists, ASTs, and LSTs</li> <li>• Dyslexia</li> </ul> <p>Offered training at the Diverse Learners Institute on the following elementary intervention programs:</p> <ul style="list-style-type: none"> <li>• Open Court</li> <li>• Early Success (Grades 1 and 2)</li> <li>• SOAR to Success (Grades 3-5)</li> <li>• Read 180</li> <li>• Fast Track</li> <li>• Lexia</li> <li>• Herman Method</li> <li>• Earobics</li> </ul> <p>Presented the following secondary staff development sessions:</p> <ul style="list-style-type: none"> <li>• STEP</li> <li>• TALA (Texas Adolescent Literacy Academies) Training</li> <li>• TAKS Blitz</li> <li>• WIN</li> <li>• A Taste of WIN</li> <li>• Teaching Literary Theory</li> <li>• Literature Circles</li> <li>• Writing for Special Ed Teachers</li> <li>• AP and Pre-AP Social Studies</li> <li>• Workshop on Primary Sources</li> <li>• DBQ (Document Based Questions) Training</li> <li>• Writing for History</li> <li>• Reading Summer Institute</li> </ul>

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		<ul style="list-style-type: none"> <li>campus levels</li> <li>• Dyslexia awareness and training for DI of student needs</li> <li>• Secondary Reading Institute focus on DI using AUSSIE materials</li> <li>• Campus-based staff development support for Cornell Notes, dyslexia overviews, DI activities, and best interactive reading practices</li> <li>• TAKS Scoring for Open-Ended Questions with ELA staff development</li> <li>• Question and Answer Relationships</li> <li>• Parent Literacy and Dyslexia Awareness Nights at elementary and secondary campuses</li> </ul>			<ul style="list-style-type: none"> <li>• Lexia/Dyslexia Training</li> <li>• Algebra Institute</li> <li>• Geometry Institute</li> <li>• Algebra II Institute</li> <li>• Hands-On Math</li> <li>• Reaching the Struggling Math Students</li> <li>• Technology in the Math Class</li> </ul> <p>Continued to provide the following K-12 Professional Development sessions:</p> <ul style="list-style-type: none"> <li>• 4MAT Learning Styles</li> <li>• Cooperative Learning</li> <li>• Creating Foldables</li> <li>• Parent Conferencing and Communication</li> <li>• Ruby Payne Understanding the Framework of Poverty and Learning Structures</li> <li>• Nine Essential Skills of Love and Logic (methods for gaining student cooperation and having more positive discipline techniques)</li> <li>• The Essential 55</li> <li>• Eric Jensen-Poverty &amp; the Brain</li> </ul>
<p><b>I.1.3.</b> Continue to implement programs under the HS allotment that create a P-16 college going culture, reduce the dropout rates, and increase completion rates.</p>	<p>Executive Director of Secondary Instruction Assistant Superintendents for Secondary Administration and Student Services Director of Guidance and Counseling</p>	<p>Conducted Advanced Placement Curriculum Development Sessions.</p> <p>Conducted Laying the Foundation Pre-AP staff development.</p> <p>Designed CMS staff development for coordinators and high school reading specialists that demonstrated ways to find data for focused student groups in CMS.</p> <p>Provided staff development for coordinators with NEAR (Northside Elementary Academic Record) program to identify student groups and focus on improvement activities.</p>	<p>Completed AP audit.</p> <p>Conducted Advanced Placement Curriculum Development Sessions.</p> <p>Designed CMS staff development for coordinators and high school reading specialists that demonstrated ways to find data for focused student groups in CMS.</p> <p>Continued allotment budget/planning as a part of each Deans'/Principals' meeting.</p> <p>Began second cycle of Gateway to College.</p> <p>Continued implementation of College Connections.</p>	<p>Conducted AP Curriculum Development sessions.</p> <p>Continued allotment budget planning as a part of the Dean/Principals' meetings.</p> <p>Continued second cycle of Gateway to College.</p> <p>Received Gateway update, which placed 30 NISD students in the program.</p> <p>Continued to attend P-16 updates at the college and state levels.</p> <p>Provided information about the NISD HS allotment process with the Senate</p>	<p>Continued to conduct AP Curriculum Development sessions.</p> <p>Continued allotment budget planning as a part of the Dean/Principals' meetings.</p> <p>Continued 2<sup>nd</sup> cycle of Gateway to College.</p> <p>Met with Gateway to College to plan coordination.</p> <p>Continued to attend P-16 updates at the college and state levels.</p> <p>Attended Early College High School Regional Presentation.</p>

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		<p>Introduced budget/planning as a part of each Deans'/Principals' meeting.</p> <p>Began first cycle of Gateway to College.</p> <p>Began implementing College Connections.</p>	<p>Attended a P-16 coordination meeting with UTSA focusing on science and math instruction.</p> <p>Reviewed HS allotment plans with secondary principals.</p>	<p>Education Committee, TEA, and various school districts.</p> <p>Scheduled classroom sessions to interpret PSAT results and assist students in using the "My College Quick Start" resources provided as a follow up to the PSAT.</p> <p>Provided a JUNIOR / SENIOR guidebook (transition to higher education) to all NISD students in grades 11 and 12.</p> <p>Attended P-16 chemistry meeting with UTSA comparing expectations of HS TEKS and college.</p> <p>Reviewed and revised English III and IV AP syllabi.</p>	<p>Held individual meeting with all high school principals and deans to review the 07-08 budgets and results and to plan for 08-09.</p> <p>Began to analyze results of all programs and plan for 08-09. Met with College Board representatives.</p> <p>Met with Northwest Vista and ACCD to plan for Pathways follow-up.</p>
<p><b>I.1.4.</b> Continue refinement of the Know, Understand, Do (KUDs) and complete and publish instructional units in CMS.</p>	<p>Executive Directors of Elementary and Secondary Instruction Instructional Specialists</p>	<p>Began the process of Elementary Reading curriculum updates to reflect the status of PELF/ILF.</p> <p>Worked with curriculum coaches to refine the Secondary ELA KUDs.</p> <p>Introduced concept-based curriculum with science facilitators.</p> <p>Uploaded and published instructional units and KUDs into CMS.</p>	<p>Loaded Secondary Social Studies KUDs into CMS.</p> <p>Continued to work with science and social studies facilitators on concept-based curriculum.</p> <p>Continued the process of redeveloping ELA and Reading curriculum for the curriculum management system to reflect the PELF/ILF.</p>	<p>Completed meetings with pre-k and kindergarten teachers to introduce concept-based curriculum and access of the curriculum on CMS.</p> <p>Began discussions of needed refinements to middle school Reading KUD's and instructional units with middle school coordinators.</p>	<p>Continued KUD refinement and added academic vocabulary.</p> <p>Reviewed concept-based curriculum focus and began study of the work of Lynn Erickson.</p> <p>Planned Administrators' Institute sessions to include concept-based curriculum.</p>

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◆ **Objective 2. Develop and implement a district-wide system of accountability.**

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<b>I.2.1.</b> Conduct focused visits at designated campuses to review, plan, design, and monitor improvement activities with a focus on the economically disadvantaged.	Executive Director of Elementary and Secondary Instruction Director of School Improvement Initiatives Director of Compensatory Education	Met with targeted campuses to plan, design, and monitor improvement activities with a focus on identified sub-groups.  Developed a tiered level of support system to address the needs of targeted campus in the areas of reading, math, and science.  Initiated new system of campus case management with targeted middle and high school campuses.	Continued to meet with targeted campuses to plan, design, and monitor improvement activities with a focus on identified sub-groups.  Monitored campuses in the tiered levels of support to address needs in the areas of reading, math, and science.  Met with campus administrators and coordinators to discuss strategies for improving economically disadvantaged scores.  Met with targeted campuses to assess and address needs in writing instruction through grade-level teams and model teachers.  Arranged for and oversaw campus visits to observe effective teaching of the writing process at various grade levels.  Continued visiting secondary Social Studies classrooms. Focus centered on campuses with the most need based on their TAKS & CDB data. Disaggregated data to look at individual populations in the district with a focus on economically disadvantaged students.  Reported on the State Compensatory Education Program Evaluation for the 2006-2007 school year.  Made formal recommendations based on data for program implementation for at-risk students in the 2007-2008 school year.	Continued to meet with targeted campuses to plan, design, and monitor improvement activities with a focus on identified sub-groups.  Monitored campuses in the tiered levels of support to address needs in the areas of reading, math, and science.  Continued to meet with campus administrators to discuss strategies for improving scores of economically disadvantaged students.  Met with new Title 1 Principals regarding their Title I budget.  Discussed and reviewed use of credit retrieval, CMC at-risk, and the high school campus reading program at 3 High School Campuses.	Continued to meet with targeted campuses to plan, design, and monitor improvement activities with a focus on identified sub-groups.  Continued to monitor campuses in the tiered levels of support to address needs in the areas of reading, math, and science.  Continued to meet with campus administrators to discuss strategies for improving scores of economically disadvantaged students and all student groups based on new TAKS scores.  Met with all Title 1 principals to prepare their Title 1 instruction and staff development budgets for the 2008-2009 school year.  Prepared preliminary Title 1 activities for 2008-2009 school wide plan.  Continued to review the use of supplemental programs with the comprehensive high schools and plan for the 2008-2009 school year.
<b>I.2.2.</b> Continue collaborative vertical planning with Jay and feeder campuses.	Director of School Improvement Initiatives	Scheduled Day 1 Collaborative Teaching training for all new staff members at Jay feeder campuses.  Conducted technical assistance visits.	Completed Day 2 Collaborative Teaching training for staff members at Jay feeder campuses.  Conducted technical assistance visits.	Conducted an additional meeting with the Rayburn collaborative with a focus on Grade Placement Committees and data review.	Met with Rayburn cluster in June with a focus on TAKS Math performance and use of Promethean boards.

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			Conducted collaborative meetings, both with full Jay collaborative and separate Jones and Rayburn collaboratives. Discussion items included progress monitoring of collaborative teaching arrangements, review of AYP worksheets, and planning of 2007-08 staff development.	Scheduled Academic Vocabulary staff development with all collaborative schools for 2008-2009 school year.  Attended Rick Stiggins assessment workshop as a group.  Scheduled additional Day 1 Collaborative Teaching training.	
<b>I.2.3.</b> Expand collaborative vertical planning to include other schools in need.	Director of School Improvement Initiatives	Identified Holmes, Neff, Ross, and feeder elementary schools for possible implementation.	Invitation for participation to be issued.	Met with Holmes feeder schools to discuss implementation of vertical collaborative and identified area of focus.  Completed Day 1 Collaborative Teaching training for staff members at Holmes feeder campuses.	Met with Holmes Collaborative in April, May, and June, conducted an extensive data review, and developed a plan of action with a focus on math.  Scheduled monthly meetings for the 2008-2009 school year.  Reviewed possible Math Wall implementation with Holmes administration.
<b>I.2.4.</b> Monitor PBMAS (Performance Based Monitoring Analysis System) indicators on a continuous basis.	C&I Directors Director of Compensatory Education	Reviewed and discussed results of the 2007 Career and Technology Education (CATE) PBMAS.  Identified Math, ELA, and Science as targeted TAKS areas for CATE LEP students.  Trained all CATE teachers in PEIMS coding of students taking coherent sequences of courses.  Met with Title 1 Principals to review school- wide plans for required components and upcoming Federal Title 1 audit documentation.	Established plan with secondary campuses to work with achievement of LEP students in PBMAS.  Held NCLB focused data review for the 2006-2007 PBMAS.	Continued to work with secondary campuses to assist teachers of LEP students.  Met with CATE LEP students and arranged tutoring sessions.  Directed CATE instructors to access math and science benchmarks for each of their LEP students to become familiar with their needs.  Compared proposed indicators for PBMAS 2008-2009 with compliance indicators for NCLB to ensure accurate reporting.	Calculated pass rates for CATE LEP students and planned strategies for improvement.  Filed an end-of-year CTE PBMAS report with the Texas Education Agency.
<b>I.2.5.</b> Implement secondary electronic grade-book and expand elementary electronic grade-book to include Pre-Kindergarten and Kindergarten.	Executive Director of Elementary and Secondary Instruction	Set up grade book to meet the needs of Kinder and Pre-kinder teachers.  Provided training to all Kinder and Pre-kinder team leaders.  Met as a team to troubleshoot problems, customize reports, and standardize requests for grade book vendor.	Continued implementation of elementary and secondary grade book while continuing to upgrade, improve, and collect feedback on its utility.  Created gradebook based progress reports for pre-kinder and kinder teachers, and trained teachers on how to use them.	Continued implementation of elementary and secondary grade book and continued to upgrade, improve, and collect feedback on its utility.  Created gradebook based progress reports for pre-kinder and kinder teachers.	Continued implementation of elementary and secondary grade book and continued to upgrade, improve, and collect feedback on its utility.

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		Began implementation of secondary grade book while continuing to upgrade, improve, and collect feedback on its utility.			
<b>I.2.6.</b> Develop and implement district structures to support Student Success Initiative at the 8 <sup>th</sup> grade level.	Executive Directors of Elementary and Secondary Instruction Assistant Superintendent for Secondary Administration	<p>Initiated SSI meetings with K-8 principals.</p> <p>Designed and implemented a tiered funding mechanism based on students' historical TAKS data.</p> <p>Worked to open additional funding to support the SSI initiative.</p> <p>Designed and presented a framework for thinking and planning for SSI.</p> <p>Designed a Side-by-Side SSI implementation plan for middle school principals. Required SSI implementation plans from each middle school.</p>	<p>Established task forces of middle school principals to work on administration/forms, interventions, and summer school planning.</p> <p>Created procedural flowchart to assist principals.</p> <p>Met with high school academic deans to identify interventions for students placed in high school.</p>	<p>Completed the revision of all SSI and GPC documents. Reviewed edits with elementary administrators at April Curriculum Updates.</p> <p>Continued refinement of SSI documents for 3<sup>rd</sup>, 5<sup>th</sup>, and 8<sup>th</sup> grades. Placed forms on the Intranet.</p> <p>Continued to work with middle school task forces to discuss and publish their work.</p> <p>Published procedural flowcharts to assist principals.</p> <p>Continued to meet with high school administrators to identify and expand interventions for students placed in high school.</p>	<p>Reviewed TAKS results with middle school principals.</p> <p>Planned for STEP/SSI summer schools at middle school clusters.</p> <p>Designed and improved services and staff development for teachers of STEP/SSI programs.</p> <p>Provided SSI support for elementary and middle school principals as GPC meetings are planned and held.</p>
<b>I.2.7.</b> Strengthen the monitoring of test security.	Assistant Superintendent for Student Services Director of Testing and Evaluation	Conducted focus group sessions with head counselors at all grade spans for testing security efficiency.	<p>Worked on revising existing training protocol for all monitors based on focus groups information.</p> <p>Worked on revising two of four monitoring documents for more precision.</p> <p>Restructuring assignment process to campuses from Central Office.</p>	<p>Presented revised training protocols for Master and Campus-based TAKS monitors based on previous years' Focus Groups.</p> <p>Revised the monitoring documentation forms for ease of use and more precise return information.</p> <p>Implemented a more efficient monitor assignment system for Spring test sessions.</p>	<p>Documented an improved management of the assignments and logistics of training for both district and campus-based monitors for 2008 testing season.</p> <p>Documented significantly reduced numbers of concerns/complaints during follow-up focus groups conducted during June 2008 with Campus Building Test Coordinators.</p> <p>Garnered numerous compliments from campuses regarding monitor conduct.</p>

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- ◆ **Objective 3. Use multiple sources of data to assess, guide, and strengthen instruction by: (a) designing and implementing a Curriculum Management System and (b) implementing a data management system to monitor student progress.**

MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
<b>I.3.1.</b> Monitor the implementation and data runs for CDBs.	Curriculum Management System Coordinator	<p>Provided guidance and instruction for CDB implementation to coordinators.</p> <p>Provided answer keys and item analysis with TEKS and TAKS correlations.</p>	<p>Maintained and ensured the quality of CDB data used by data coaches, department coordinators, campus instructional specialists, administrators, district specialists, and teachers.</p> <p>Published and maintained reports of CDB data via the CMS system.</p>	<p>Continued maintaining the quality of CDB data used by data coaches, department coordinators, campus instructional specialists, administrators, district specialists, and teachers.</p> <p>Published and maintained additional reports of CDB data via the CMS system.</p>	<p>Continued maintaining the quality of CDB data used by data coaches, department coordinators, campus instructional specialists, administrators, district specialists, and teachers.</p> <p>Modified test views in the system for TAKS, and TAKS Accommodated.</p>
<b>I.3.2.</b> Continue to develop and refine curriculum units and publish in CMS.	Executive Directors of Elementary and Secondary Instruction	Developed and refined curriculum units as needed in CMS.	<p>Continued to develop and refine curriculum units as needed in CMS.</p> <p>Continued refining and enlarging Social Studies curriculum units.</p>	<p>Began and implemented work with academic vocabulary in all content areas to be placed in the CMS system.</p> <p>Continued to develop and refine curriculum units as needed in CMS.</p>	<p>Began and implemented work with academic vocabulary in all content areas to be placed in the CMS system.</p> <p>Continued to develop and refine curriculum units as needed in CMS.</p>
<b>I.3.3.</b> Monitor student achievement at appropriate grade levels via science CDBs.	Executive Director of Elementary Instruction Science Instructional Specialist	<p>Provided materials to targeted campuses for grades 3-5 for use in science tutorials.</p> <p>Continued after-school science cadre meetings with fifth grade teachers and principals at targeted campuses.</p> <p>Continued scheduled visits to targeted campuses.</p>	<p>Continued scheduled visits to targeted campuses.</p> <p>Reviewed CDB progress of targeted campuses.</p> <p>Established new system for compiling and communicating information for science CDBs for grades 6-12.</p> <p>Begun coordination of modification of district secondary science benchmarks for special populations.</p>	<p>Continued scheduled visits to targeted campuses.</p> <p>Reviewed CDB progress of targeted campuses.</p> <p>Developed CMS reports to target progress of economically disadvantaged students.</p> <p>Worked with the special ed department to modify science and math CDBs for special populations.</p>	Continued scheduled visits and provided support to targeted campuses.
<b>I.3.4.</b> Design methods of retrieving current and historical data for economically disadvantaged students.	Curriculum Management System Coordinator Executive Directors of Elementary and Secondary Instruction	<p>Demonstrated process of locating student groups in CMS.</p> <p>Expanded NEAR (Northside Elementary Academic Record) access to include MS Reading Coordinators and K-2 teachers, and provided related staff development.</p> <p>Presented methods of using current CMS data to administrators and to Leader College attendees.</p>	<p>Continued to receive CMS updates and presented them to principals, deans, and specialists.</p> <p>Added economically disadvantaged to the student characteristic codes available to teachers and administrators in the electronic gradebook.</p>	<p>Continued to receive and share CMS updates with campus administrators.</p> <p>Continued to provide CMS updates for principals, deans, and specialists.</p>	<p>Continued to receive and share CMS updates with campus administrators.</p> <p>Continued to provide CMS updates for principals, deans, and specialists.</p>

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		Created new C&I and Technology teams for more effective presentation and implementation.			

♦ **Objective 4. Provide instructional support programs to meet the diverse needs of all students by (a) evaluating and improving all instructional and enrichment support programs to maximize student learning/achievement and increase opportunities for student success, (b) integrating NISD goal-setting process into the total instructional program, and (c) ensuring all students have access to computers and instructional technology.**

MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
<b>I.4.1.</b> Implement program framework for the instruction of English language learners.	Director of Bilingual / ESL	Conducted training of program framework for grades 3-5.	<p>Conducted training sessions of Program Framework and Leer Mas II for grades 3-5.</p> <p>Conducted training session for Program Framework and Leer Mass II for grades Pk-1.</p> <p>Completed training of Program Framework and Leer Mas II for Bilingual teachers in grades 2-5.</p>	<p>Offered make up sessions to conclude the LEER MAS I – II training for Bilingual Teachers at bilingual schools.</p> <p>Reviewed and revised the correlations between the elementary Science and Social Studies curriculum and the adopted Harcourt <u>Moving Into English</u> and <u>Rosetta Stone</u> Programs in order to support the English language development for ELLs.</p>	<p>Developed a Curriculum Guide for State mandated PK-K Summer Program, to include KUDs for moving bilingual students from effective Spanish literacy to academic English language proficiency. Focus is on the development of the four domains: listening, speaking, reading, and writing.</p> <p>Revised the Curriculum Guide for the District Transition 5 Summer Program to reflect KUDs for moving 5th grade bilingual students from effective Spanish literacy to academic English language proficiency. Focus is on student awareness of learning strategies that will assist in higher levels of English proficiency in 6th grade.</p>
<b>I.4.2.</b> Identify new intervention strategies; continue current successful strategies to reduce performance gaps among student populations.	Executive Directors of Elementary and Secondary Instruction Director of Compensatory Education	<p>Continued to research new and effective intervention strategies for reading and mathematics.</p> <p>Added fluency initiative to middle and high school reading program.</p> <p>Reviewed intervention strategies at Curriculum Updates and Specialists' and Facilitators' meetings. Provided information about college Leadership Academy for Migrant H.S. students.</p>	<p>Continued to research new and effective intervention strategies for reading and mathematics.</p> <p>Continued to review intervention strategies at Curriculum Updates, Specialists' and Facilitators' meetings, and at middle school principals' and deans' meetings.</p> <p>Continued updating curricula for credit retrieval and building new courses.</p> <p>Continued to hold TAKS Blitzes for high school Exit Level retesters using new software and websites.</p>	<p>Continued to study and review intervention strategies for reading and mathematics.</p> <p>Continued to review intervention strategies at Curriculum Updates, Specialists' and Facilitators' meetings, and at middle school principals' and deans' meetings.</p> <p>Continued updating curricula for credit retrieval. Presented the updates and initiated discussion with secondary specialists.</p> <p>Continued to monitor academic success, attendance, and TAKS scores of SAPP students.</p>	<p>Met with the Response to Intervention Task Force to develop a district plan for implementation.</p> <p>Initiated plan for improvement of 9<sup>th</sup> and 10<sup>th</sup> grade Math.</p> <p>Continued to review intervention strategies at Curriculum Updates, Specialists' and Facilitators' meetings, and at middle school principals' and deans' meetings.</p> <p>Continued updating curricula for credit retrieval. Presented the updates and initiated discussion with secondary specialists.</p>

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		<p>Began new pilot program of collaborating with the credit retrieval program for School Age Parenting Program (SAPP) students at Holmes, Jay and Stevens High Schools.</p> <p>Monitored academic success, attendance and TAKS scores of SAPP students, including students currently enrolled in the SAPP school.</p> <p>Continued updating curricula for credit retrieval, and building new courses.</p> <p>Held TAKS Blitz for high school Exit Level retesters, using new software and websites.</p>	<p>Provided funds for tutorials in Reading, Math, Science and Writing at all Title I campuses.</p> <p>Continued to monitor academic success, attendance and TAKS scores of 356 SAPP students, including students currently enrolled in the SAPP School.</p> <p>Served 66 students through Pregnancy Related Services and Compensatory Education Home Instruction at the SAPP school.</p> <p>Reported, through the SCE evaluation, that the gap between all students and at-risk students is closing. Identified programs to continue closing the gap.</p> <p>Campuses reported that the new Pilot program for credit retrieval/acceleration for SAPP students is keeping students on track to graduate.</p> <p>Continued updating and adding new curriculum to credit retrieval.</p>	<p>Instituted lab interactive notebooks in biology and will expand to Chemistry in 2008-09.</p> <p>Continued updating curricula for credit retrieval and building new courses.</p> <p>Continued to hold elementary Math and Science TAKS Blitzes for high school exit level re-testers.</p> <p>Continued tutorials in reading, math, science and writing at all Title I campuses.</p> <p>Continued to monitor academic success, attendance, and TAKS scores of 406 school age parenting students, including those currently enrolled in the SAPP school.</p> <p>Served 99 students through Pregnancy Related Services and Compensatory Education Home Instruction at the SAPP school.</p> <p>Began planning for summer credit retrieval and TAKS blitz.</p>	<p>Continued to monitor academic success, attendance, and TAKS scores of SAPP students.</p> <p>Continued updating curricula for credit retrieval and building new courses.</p> <p>Continued to hold TAKS Blitzes for high school exit level re-testers.</p> <p>Continued tutorials in reading, math, science and writing at all Title I campuses.</p> <p>Continued to monitor academic success, attendance, and TAKS scores of 435 school age parenting students, including those currently enrolled in the SAPP school.</p> <p>Served 127 students through Pregnancy Related Services and Compensatory Education Home Instruction at the SAPP school.</p> <p>Held summer credit retrieval and TAKS blitz.</p> <p>Budgeted and set supplemental staffing units for the 2008-2009 school year.</p>
<p><b>I.4.3.</b> Continue to increase underrepresented student groups in the GT program.</p>	<p>Coordinator, GT Programs</p>	<p>Provided staff development on identifying economically disadvantaged gifted students.</p> <p>Reviewed campus GT demographics with GT/Enrichment campus staff.</p> <p>Provided campuses with specific assistance for talent spotting within targeted populations.</p> <p>Worked with Testing and Evaluation to examine local norms for CogAT and PSAT.</p>	<p>Developed a GT Testing Task Force to examine best practices of identifying under-represented populations.</p> <p>Conducted professional development on talent spotting all students with an emphasis on underrepresented populations.</p> <p>Examined program demographics data as compared to last year.</p>	<p>Conducted professional development on culturally relevant instruction.</p> <p>Compiled the recommendations of the GT Testing Task Force.</p> <p>Examined program demographics data as compared to last year.</p> <p>Increased screening of Spanish-speaking kindergarten students for possible participation by 88%.</p>	<p>Planned and conducted professional development on culturally relevant instruction.</p> <p>Examined program demographics data as compared to last year.</p> <p>Continued to increase screening of Spanish-speaking kindergarten students for possible participation.</p> <p>Added a full-time GT/Enrichment teacher at four Bilingual schools (Forester, Driggers, Villarreal, Knowlton) for the 2008-2009 school year.</p>

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					Continued compiling GT data from spring 2008 Screening/Identification to be completed at the end of June.  Provided extended learning enrichment activities during the summer through GT for Title 1 schools.  Provided Science Camp for Title 1 Schools.  Coordinated with 21 <sup>st</sup> Century Learning to provide Art Camps for Title 1 schools.
<b>I.4.4.</b> Determine methods of identifying potential students for Construction Careers Academy.	Director of CATE	Arranged opportunities to present information on Construction Careers High School to 6 <sup>th</sup> grade students.  Met with Associated General Contractors to develop high interest recruitment activities for 6 <sup>th</sup> grade students.	Reviewed geometry curriculum and identified objectives that could provide contextualized math instruction.  Met with 7 <sup>th</sup> grade students at feeder school to inform them of the upcoming Academy.  Reviewed textbooks recommended by general contractors.  Met with Alamo Community College District staff and requested approval of dual credit courses.  Identified the National Center for Construction Education and Research certification as an appropriate assessment of skills.	Developed and presented Construction Careers Academy four-year graduation plans to high school and middle school lead counselors.  Met with general contractors to identify construction staff who will assist with recruiting at the middle schools. Continued to review curriculum.  Held meeting to discuss design considerations for building.	Held a district-wide meeting of Construction Science teachers and planned recruitment activities.  Met with career liaison counselors and discussed four year graduation plans for students entering the Construction Careers Academy.

◆ **Objective 5. Develop and implement a high quality, coordinated staff development system to meet the mission and goals of NISD by (a) implementing a system of continuous improvement in job performance for all employees and (b) exploring alternative funding/resources to expand staff development opportunities.**

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<b>I.5.1.</b> Expand Leader College to foster professional skills to coach/mentor teachers.	Executive Directors for Elementary & Secondary Instruction	Expanded Leader College to the elementary level.  Added a new Leader College group of 120 leaders at the secondary level.	Completed Cohort I at the elementary level.  Completed two additional meetings of Cohorts I and II at the secondary level.  Conducted a TAKS session for the high school science Leader College.	Completed all meetings of cohorts I and II at the secondary level.  Completed leader college for elementary Math Specialists, Math Staff Development teachers, and Science Academic Support Teachers.	Completed all meetings of cohorts I and II at the secondary level.  Conducted online survey of participants to gather feedback for planning.

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			Planned to add new leader college in conjunction with the Teaching American History Grant.	Added leader college for social studies teachers participating in the Teaching American History Grant.	<p>Completed leader college for elementary Math Specialists, Math Staff Development teachers, and Science Academic Support Teachers.</p> <p>Added leader college for social studies teachers participating in the Teaching American History Grant.</p> <p>Added a college focused on Secondary Math and Sciences.</p> <p>Began planning for new Leader Colleges.</p> <p>Planned for next year's Leader Colleges to include elementary Math and Science lead teachers.</p>
<b>I.5.2.</b> Continue to implement staff development activities for the Differentiated Instruction Initiative.	Deputy Superintendent for C&I Executive Directors for Elementary & Secondary Instruction Director of School Improvement Initiatives	Presented the following best practices and staff development sessions: <ul style="list-style-type: none"> <li>• District Leadership Cadre Seminar</li> <li>• DI lesson planning, curriculum, and assessment</li> <li>• Environment in the DI Classroom</li> <li>• Differentiating by readiness, interest, and learning profile</li> </ul>	Continued book study with administrators and included additional videos that highlighted DI strategies in NISD classrooms.	Continued book study with administrators and included additional videos that highlighted DI strategies in NISD classrooms.	<p>Completed book study with administrators and included additional videos that highlighted DI strategies in NISD classrooms.</p> <p>Planned for 08-09 DI focus on assessment.</p> <p>Planned 08-09 principals' book study.</p> <p>Initiated planning for '09 DI conference.</p>
<b>I.5.3.</b> Provide staff development with a curriculum and instruction focus for campus administrators.	Executive Directors for Elementary & Secondary Instruction	<p>Continued professional development on CMS.</p> <p>Implemented professional development on planning and implementing SSI.</p> <p>Implemented Algebra development for Academic Deans and Principals.</p> <p>Provided data coaching sessions for elementary principals on the use of TAKS historical data and item analyses.</p>	<p>Continued professional development with middle school principals in working with SSI.</p> <p>Continued to work on Algebra development for Deans and Principals.</p> <p>Continued to implement Algebra development for Academic Deans and Principals.</p> <p>Concluded data coaching sessions on use of TAKS historical data and item analyses.</p> <p>Provided training at principals' curriculum updates on effective strategies for building fluency and for content area literacy.</p>	<p>Provided training at principals' curriculum updates in effective teaching strategies for science, math, and content area literacy.</p> <p>Provided training with high school and middle school deans in effective instructional strategies in Science and Math.</p> <p>Added new data analysis for core course failers for high school principals and deans.</p>	<p>Continued to add new data analysis for core course failers for HS principals and deans.</p> <p>Presented new plan for 9<sup>th</sup> and 10<sup>th</sup> grade mathematics improvement to HS deans and principals.</p> <p>Continued to provide middle school principals with C&amp;I improvements for SSI students.</p>

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<b>I.5.4.</b> Increase the capacity of Organizational and Staff Development to support district wide staff development initiatives.	Director of Organization and Staff Development	<p>Provided training on Ruby Payne's <u>Understanding the Framework of Poverty</u>.</p> <p>Provided campuses a copy of <u>Understanding the Framework</u> by Ruby Payne.</p> <p>Trained Instructional Specialists and Support Teachers in ILD and PDAS to be certified appraisers.</p> <p>Trained campus and district personnel on Tips, Tools, and Techniques for Staff Development.</p> <p>Provided training for all Leader Colleges on Effective Classroom Management, Ruby Payne, Leadership Styles, and Presentation Skills.</p> <p>Developed a plan for expanding bank of 4MAT trainers across the district.</p> <p>Worked with CO Administration on leadership development via a new ATLAS II, new activities, and ATLAS I for Elementary VPs.</p> <p>Produced 6 video clips of NISD teachers at elementary, middle and high school utilizing Differentiated Instruction in their classroom.</p>	<p>Attended Building Academic Vocabulary with the goal of producing training teams on this topic for fall implementation.</p> <p>Produced additional video clips of NISD teachers differentiating by readiness, interest and learning profile for use by principals with campus staff to support differentiation.</p> <p>Began preliminary meetings with C&amp;I specialists and staff regarding New Teacher Academy for August 2008.</p> <p>Met with Special Ed. Area supervisors to develop special education training at New Teacher Academy.</p> <p>Began preliminary work with Library Services on a New Librarian Academy to run in conjunction with New Teacher Academy.</p>	<p>Cross-trained all Ruby Payne trainers on Ruby Payne Day 2 – Learning Structures.</p> <p>Purchased and distributed books for Campus Professional Development Libraries for teacher use.</p> <p>*<u>Tools for Teaching</u> by Fred Jones (all levels)</p> <p>*<u>Relationship Driven Classroom</u> by John Vitto (all secondary schools)</p> <p>*<u>Classroom Instruction that Works</u> by Marzano (all secondary schools)</p> <p>Provided training on Tools for Effective Leadership at History Leader College.</p> <p>Produced video clips of NISD teachers differentiating student products.</p>	<p>Planned with C&amp;I staff to develop the first of three trainings in a series of Building Academic Vocabulary, which will begin being rolled out in August by a team of 20 district-level trainers.</p> <p>Trained 40 more campus leaders and district presenters in Tips, Tools, and Techniques for Staff Developers to improve staff development sessions across the district and at the campus level</p> <p>Attended Rich Allen's professional development on improving presentation skills.</p> <p>Attended Ruby Payne's Trainer of Trainers to increase our capacity to service schools wanting Ruby Payne training.</p> <p>Trained new Reading Specialists on presentation skills.</p> <p>Worked with Executive Director for Secondary Instruction on the planning/development of Leader College and LEAD for the 08-09 school year.</p>
<b>I.5.5.</b> Provide additional professional development in the use of CMS.	Directors of Academic Technology Services and Technology Training and Development Services	Offered CMS update training for all professional staff.	<p>Provided CMS Outreach training for new staff.</p> <p>Continued to offer CMS update training for all professional staff.</p> <p>Presented an overview of the CMS Outreach solution for campus teacher Web pages to NISD Cabinet, with K-12 samples and opportunity for Q&amp;A.</p>	Began planning professional development for the 2008-2009 school year.	Continued developing professional development plan for 2008-09.

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			<p>Hosted three Campus Instructional Technology meetings in which a presentation was given regarding the integration of CMS and United Streaming, as well as Outreach Web page development.</p> <p>Trained Special School Campus Technology Facilitators on Outreach Web page development.</p> <p>Provided professional development for all-level Special Schools' teachers on CMS Updates and Outreach.</p>		
<p><b>I.5.6.</b> Provide extensive staff development to focus on secondary math and science, i.e. Algebra and Biology Institutes; Chemistry and Geometry and MS math &amp; science.</p>	<p>Executive Director for Secondary Instruction Instructional Specialist for Math and Science</p>	<p>Provided on-going development for high school math and science teachers through Algebra and Biology institutes.</p> <p>Began the middle school science and math initiatives.</p> <p>Initiated Algebra "lesson" and focus for each HS Academic Dean Meeting.</p>	<p>Continued the middle school science and math initiatives.</p> <p>Continued on-going development for high school math and science teachers through Algebra and Biology institutes.</p> <p>Continued Algebra "lesson" and focus for each HS Academic Dean Meeting.</p> <p>Introduced the use of webinars and blogs to specialists and administrators.</p> <p>Presented two sessions for biology teachers focusing on vocabulary and second semester content.</p> <p>Presented sessions for middle school science teachers focusing on TAKS and vocabulary.</p>	<p>Completed the first administrative webinars.</p> <p>Continued pullout sessions for secondary science teachers.</p> <p>Continued to conduct sessions for middle school science teachers focusing on TAKS and vocabulary.</p> <p>Conducted Math Middle School sessions.</p> <p>Trained trainers of trainers on TAKS testing and provided additional campus support to train all math teachers.</p>	<p>Continued pullout sessions for secondary science teachers.</p> <p>Continued to conduct sessions for middle school science teachers focusing on TAKS and vocabulary.</p> <p>Trained trainers of trainers on TAKS testing and provided additional campus support to train all math teachers.</p> <p>Held Algebra, Geometry, and Algebra II Institutes.</p> <p>Held the Chemistry Institute for NISD.</p>

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### II. SAFE AND SECURE SCHOOLS PRIORITY

**PRIORITY:** Provide a well-defined plan to promote a safe, secure, respectful, and drug-free environment for students, staff, and the Northside community.

◆ **Objective 1. Conduct a study of staffing for Northside Police Department to determine if there is adequate staffing in the department.**

MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
<b>II.1.1.</b> Agree to a Memo of Understanding with the San Antonio Police Department to guarantee police back-up to augment the Northside Police Department in case of a school or district emergency.	Dept. Supt. for Administration Northside Chief of Police	Signed Memorandum of Understanding with the San Antonio Police Department.	Activity has been completed.	Activity has been completed.	Completed
<b>II.1.2.</b> Participate in intensive crisis training for Northside Police (ALLERT) officers to maximize the efficiency of the force in case of a school emergency or district emergency.	Dept. Supt. for Administration Northside Chief of Police	Provided intensive crisis training (ALLERT) for all Northside Police Officers.	Activity has been completed.	Activity has been completed.	Completed
<b>II.1.3.</b> Purchase additional weapons for use as needed in any kind of district emergency to maximize the efficiency of the NISD Police Department.	Dept. Supt. for Administration Northside Chief of Police	Purchased specified weapons that are available for use in case of an emergency.	Activity has been completed.	Activity has been completed.	Completed

◆ **Objective 2. Develop and implement a staffing guideline for campus administration to ensure efficient supervision and safety.**

MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
<b>II.2.1.</b> Continue to partner with UTSA to provide High School interns who are earning their administrative certificate while serving as interns.	Dept. Supt. for Administration Asst. Supt. for Secondary Administration	Placed UTSA High School Interns at two campuses.	Continued to utilize two interns, one of which is in the UTSA program.	Continued use of interns. Conducted interviews for the 2008-2009 program.	Selected one intern to serve at Stevens High School in the 2008-2009 school year.
<b>II.2.2.</b> Continue to increase administrative interns at all levels as we evaluate the criteria for placement.	Dept. Supt. for Administration Asst. Supt. for Secondary Administration Asst. Supt. for Elementary Administration Executive Director for Secondary Administration Executive Director for Elementary Administration	Placed 16 Administrative Interns for the 2007-2008 school year.	Continued utilizing 16 administrative interns on elementary and middle school campuses.	Continued use of 16 interns at elementary and middle schools. Elementary positions have been determined for 2008-2009.	Identified intern slots for 12 schools for 2008-2009. There will be 6 elementary, 5 middle school, and 1 high school intern.

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◆ **Objective 3. Reduce the number of Code of Student Conduct offenses (PEIMS – Offense #21) by 20% over the next five years (taking growth into account).**

MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
<b>II.3.1.</b> Continue to disaggregate Code 21 violations that are reportable to the Public Education Information System (PEIMS) by offense, for each campus in the 2006-2007 school year.	Deputy Superintendent for Administration Director of Pupil Personnel Technology Services	Continued to access and disaggregate data as needed.  Provided reports at monthly principals' meetings.	Trained elementary vice principals to access more detailed reports for campuses.  Continued to provide reports to principals at monthly meetings.	Revisited data monthly with Vice Principals to review disaggregated report.	Distributed all data for 2007-2008 school year and reviewed by principals.
<b>II.3.2.</b> Provide an overview and encourage the use of PBSP (Positive Behavior Support Project) to assist campuses in developing and implementing a wide range of behavior strategies and prevention-based initiatives for use on the campuses.	Executive Director for Secondary Administration Executive Director for Elementary Administration	Scheduled overview for the November Principals' meeting.  Provided elementary vice-principals with an overview.	Provided overview for Middle school principals.  Included Cody Elementary as a part of PBSP through Region 20.	Continued participation of Cody Elementary in PBSP. A report to Elementary Vice Principals is being planned for May.	Completed a report of the results at Cody and information about PBSP was discussed with Vice Principals.
<b>II.3.3.</b> Provide Staff Development for junior administrators to assist teachers in dealing with Code 21 violations in their classrooms.	Asst. Supt. for Secondary Administration Asst. Supt. for Elementary Administration Executive Director for Secondary Administration Executive Director for Elementary Administration	Presented behavioral strategies to Elementary principals.  Planned a behavioral strategy session for the October ATLAS meeting.	Discussed innovative discipline strategies and techniques at the January Atlas meeting.	Conducted study group on Behavioral/Instructional Interventions as presented by Mark McLeod.	Concluded study group.
<b>II.3.4.</b> In administrator meetings, share campus initiatives that have been successful in reducing the number of ISS placements.	Asst. Supt. for Secondary Administration Asst. Supt. for Elementary Administration Executive Director for Secondary Administration Executive Director for Elementary Administration	Discussed initiatives in the General High School Principals' meeting in September.	Targeted campuses with persistently high Special Education campus disciplinary placements to develop individual strategies for those campuses.	Targeted campuses, which will be directed to include strategies to reduce ISS assignments and to include these in the SIP for 2008-2009 school year.	Included strategies to reduce ISS assignments at targeted campuses in School Improvement Plans.

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◆ **Objective 4. Implement and continue method/programs to reduce the number of alcohol, marijuana, dangerous drugs, and controlled substance violations by 20% over the next five years (taking growth into account).**

MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
<b>II.4.1.</b> Continue to disaggregate data for drug and alcohol violations for each campus.	Dir. of Pupil Personnel Technology Services	Distributed and discussed information at Principals' meetings.	Distributed and discussed information at Principals' meetings.	Continued distributing and discussing information at Principals' meetings.	Completed distribution of 2007-2008 information.
<b>II.4.2.</b> Continue prevention/early intervention research-based curriculum at participating Alternative Education Program (AEP) campuses for students with one-time substance abuse offenses, through a partnership with the City of San Antonio.	Asst. Supt. for Secondary Administration Executive Director for Secondary Administration Executive Director for Elementary Administration Director for Pupil Personnel Director for Guidance and Counseling Coordinator for Grants	Continued prevention/early intervention for this school year with the City of San Antonio.	Program is in process.	Program remains in force.  NISD Elementary AEP is also now receiving this resource.	Served students and parents until the end of the 2007-2008 school year.
<b>II.4.3.</b> Continue to provide drug prevention and early intervention research-based materials to parents of 9th graders at high school PREP Days through a partnership with the City of San Antonio.	Director of Guidance and Counseling Guidance Coordinators	Included middle school as part of the vertical strand effort.  Distributed materials at PREP days and Greenback Nights.	Continued to provide information to parents of all 9th graders through NISD Counselors, Safe and Drug Free Counselors, and web-based resources on the SDFSC page.	Seeking appropriate permission to make this information available in the Parent Connection login screen.	Obtained permission to make this information available through the Parent Connection login screen. Vignettes are being produced for the 2008-2009 school year.

◆ **Objective 5. Develop and implement a standard for facility security at all NISD facilities.**

MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
<b>II.5.1.</b> Complete the implementation of a standardized staff identification system for all middle school employees.	Dept. Supt. for Administration Asst. Supt. for Secondary Administration Executive Director for Secondary Administration Executive Director for Information/Infrastructure Services Director of Risk Management Exec. Director of Construction and Engineering Director of Purchasing Director of Maintenance	Installed camera systems and staff identification system at Jones Middle School.  Planned schedule of installation in other middle schools in upcoming months.	Installed camera systems and staff identification systems at Neff, Ross, and Pease Middle Schools.  Planned schedule to install cameras at other middle schools.	Completed installation, training, and camera reviews at Jones, Ross, Neff, Pease, Rayburn, Jordan, and Luna.  Completed design reviews for Zachry, Connally, Stevenson, Rudder, Stinson, Hobby, and Rawlinson. Cabling is underway in these projects.	Completed installation and training at Zachry. Installed cameras at Connally, Stevenson, and Rudder, but they are not live and training is still needed.  Stinson, Hobby, and Rawlinson are being cabled at present. Camera installation will follow.  Projected that off cameras will be installed and live by the beginning of school in August. Access control and badging will be done when students return for the 2008-2009 school year.

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<b>II.5.2.</b> Continue to explore the feasibility of student tracking systems for use in transportation and on campuses.	Deputy Superintendent for Administration Assistant Superintendent for Elementary Administration Executive Director for Elementary Administration Executive Director for Information/Infrastructure Services	Issued a Request for Information to establish feasibility dependent upon the product and cost of the tracking systems.	Continued research on this project. New technology is being studied as well as anecdotal information from districts currently using visitor-tracking systems.	Received Request for Information. Awaiting results of school audits to determine next steps.	Scheduled audit results for July or August report to the Board of Trustees.
<b>II.5.3.</b> Finalize the solution and implement a new Radio Communications System for the NISD Police Department and campuses.	Police Chief, Police Lieutenants Deputy Supt. for Administration Asst. Supt. for Facilities and Maintenance Executive Director of Information/Infrastructure Services	Delivered equipment to the district, which has been received and is currently being installed.	Installed all district equipment. Campus radios are being programmed.  Scheduled training for the last week in January when radios will be distributed.	Campus radios are operational. Individual calling groups are being established on campuses as requested by administrators.	Established calling groups by NISD Police Department as requested by campuses.

♦ **Objective 6. Implement a campus plan, which emphasizes building blocks for healthy character development to promote responsible citizenship for all campuses by the end of year five.**

MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
<b>II.6.1.</b> Continue to expand the Communities in Schools partnership by adding CIS staff to EXCEL and Holmes High School.	Director of Guidance and Counseling Guidance Coordinators Principals for EXCEL and Holmes High School	Added staff at Holmes High School and Excel Academy.	Activity completed.	Activity completed.	Activity completed.
<b>II.6.2.</b> Decrease the percent of special education students in ISS by 10%.	Assistant Superintendent for Student Services Director Secondary Special Education Campus Administrators	Reviewed data by campus and planned district meeting for secondary administrators.	Identified schools that are in need of improvement. Visits will be scheduled.	Targeted campuses, which will be directed to include strategies to reduce ISS assignments and to include these in the SIP for 2008-2009 school year.	Provided reports at the end of each six weeks and the end of the year to campuses reflecting their special ed versus regular ed students assigned to ISS percentages.
<b>II.6.3.</b> Encourage campuses to explore and implement BASE (Behavioral Assistance through Support and Education) as a way to reduce/prevent ISS placements.	Executive Director for Secondary Administration Executive Director for Elementary Administration	Implemented BASE at designated middle schools.  Scheduled further discussion of the BASE program for the Principal meeting at Middle School and Elementary Vice Principal Meeting.	Presented the BASE program to the Middle School study group participants.  Scheduled a presentation of the program for the January Vice Principals' meeting.	Presented BASE program to Elementary Vice Principals.	Activity completed.

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**III. HUMAN RESOURCES PRIORITY**

*PRIORITY: Recruit, develop, and retain highly qualified, effective personnel.*

◆ **Objective 1. Recruit and hire quality staff so that 98% of all positions will be filled by the first day of instruction.**

MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
<p><b>III.1.1.</b> For Classified recruitment, continued advertising of potential vacancies in key media venues such as the District’s website and campus-supported advertisement.</p> <p>For Auxiliary recruitment, targeted job fairs for specific employee groups will be conducted in the Summer months for the areas of Custodial, Transportation, and Food Service. In addition, placing qualified displaced Northside employees into other district employment opportunities.</p>	<p>Director of Auxiliary/Classified Personnel Human Resources Administrator Human Resources Specialist for Auxiliary Human Resources Specialist for Classified</p>	<p>Reassigned several IAs due to special ed reallocations and additions.</p> <p>Monitored vacancies in both the Auxiliary and Classified arenas for the start of the 2007-08 year.</p> <p>Posted 250 new board approved vacancies/positions.</p> <p>Employed approximately 400 auxiliary/classified staff.</p> <p>Hired seasonal/temporary employees for Adult &amp; Community Ed, tutors, and student workers.</p>	<p>Scheduled speaking to Interdisciplinary Studies classes at Northwest Vista to discuss job opportunities as Northside Instructional Aides, targeting Title I schools for “No Child Left Behind” (NCLB).</p> <p>Minimal vacancies remained in both the Auxiliary and Classified arenas. The biggest challenge will be Senate Bill 9, “The Fingerprint Bill,” and its affect on recruitment since a non-refundable fee of \$52.20 will be paid by new hires.</p>	<p>Scheduled summer job fairs for Auxiliary staff to hire Custodial, Transportation, and Food Service employees.</p> <p>Scheduled summer job fair for secretarial/temporary recruitment in Adult &amp; Community Ed’s after school programs.</p> <p>Continued Classified recruitment through advertising of potential vacancies in key media venues such as the District’s website and campus-supported advertisement.</p> <p>Began placing qualified displaced Northside employees into other District employment opportunities.</p> <p>Began Classified staffing for new schools; list of displaced classified staff has been shared with hiring officials.</p>	<p>Continued contacts with hiring officials to place persons on the classified displaced list. All displaced assistants placed in positions for which they are qualified; some clerical staff still in need of placement.</p>
<p><b>III.1.2.</b> Transfer of responsibility for pre-employment clerical testing to Technology Services.</p>	<p>Director of Auxiliary/Classified Personnel Human Resources Administrator Director of Technology Training</p>	<p>Completed the transfer of the pre-employment clerical testing to Technology Services.</p>	<p>Completed relocation of testing site; Human Resources continues to schedule clerical testing for applicants.</p>	<p>Completed.</p>	<p>Completed.</p>
<p><b>III.1.3.</b> Continue to screen all classified applicants to assure eligibility for various classified vacancies and make applicant pool available to hiring officials.</p> <p>Continue placing qualified North West Vista interns in instructional assistant positions.</p> <p>Work with teachers and students in the Ready, Set and Teach program in Northside High Schools to recruit students into instructional assistant positions.</p>	<p>Human Resources Specialist Human Resources Administrator</p>	<p>Created, maintained, and provided list of preferred candidates for vacant Instructional Assistant positions to hiring officials.</p> <p>Scheduled visits to Northwest Vista to speak to classes and recruit Instructional Assistant prospects.</p>	<p>Continued to build the preferred list, concentrating on certified teachers who want more experience in the classroom.</p> <p>Continued to promote Northwest Vista program.</p>	<p>Began High School class visits to recruit instructional assistants from Child Development and Early Childhood Careers classes.</p>	<p>Continued review of applicants; high schools visits completed.</p>

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MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
<b>III.1.4.</b> Analyze recruitment efforts for 2007-08 school year and develop a well-targeted recruitment plan for 2008-2009 school year (Professional, Classified, and Auxiliary).	Human Resources Directors	Completed Professional analysis and presented to cabinet.  Maintained list of certified teachers in search of assistant positions until hired as full time teachers.  Continued advertising for Classified recruitment of potential vacancies in key media venues.  Targeted job fairs for specific employee groups in the areas of Custodial, Transportation, and Food Service.	Continued Classified staffing by coordinating with Professional staff to maintain list of certified teachers in search of assistant positions pending hire as full time teachers.  Continued Classified recruitment through advertising of potential vacancies in key media venues.	Scheduled summer job fairs for Auxiliary staff to hire Custodial, Transportation, and Food Service employees.  Scheduled summer job fair for secretarial/temporary recruitment in Adult & Community Education's after school programs.  Planned and organized transfer fair and 2 District job fairs.	Continued contacts with hiring officials to place persons on the classified displaced list. All displaced assistants placed in positions for which they are qualified; some clerical staff still in need of placement.
<b>III.1.5.</b> Increase the number of teachers holding a Master's Degree.	Assistant Superintendent for Human Resources	Formed an academic partnership with Lamar University to offer district teachers a Masters degree designed to develop instructional leadership skills and lead to a principal certification. NISD currently has 35 teachers enrolled in the program.	Added Lamar University Program to Educational opportunities page on the Human Resources website. There are currently 60 Northside Independent School District teachers enrolled in the Master's program at Lamar University.	Continued Lamar University Partnership.	Continued partnership. Lamar University is launching a new campaign to recruit additional Northside Independent School District teachers into their Master's Program.

◆ **Objective 2. Recruit and retain employees in "difficult to staff" campuses and worksites as evidenced by less turnover on those campuses/worksites.**

MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
<b>III.2.1.</b> For Auxiliary, concentrated efforts have been put in place in creating and hiring a resident expert Staffing Specialist for each of the three primary operational areas (Transportation, Food Service, Custodial) that tend to have positions that are difficult to fill. These Staffing Specialists have elevated their recruiting efforts by seeking out ways in letting the general public know of exiting vacancies, to creating video on their specific areas, to contacting other job employment agencies and universities to gain interest working for Northside.	Director of Auxiliary/Classified Personnel Human Resources Specialist for Auxiliary Staffing Specialist @ Transportation Staffing Specialist @ Food Service Staffing Specialist @ Custodial Services	Planned a new approach to summer job fairs.  Implemented decentralized format involving several job fairs at each specific transportation station to draw closer residency.  Made successful progress in filling vacancies exclusive to the designated demographic area.  Parked buses at strategic locations with an attending bus driver or bus assistant available to answer questions from those interested in job vacancies.  Placed emphasis on increased advertising in newspapers and flyers.	No new recruiting or retaining ideas at this time.	Planned for resident expert Staffing Specialists to rely on already developed methods to recruit, such as job fairs, employment agency outlets, and local advertising venues.	Attracted over 200 new applicants through summer job fairs for both Food Service and Transportation.

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MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
		Enhanced marketing of NISD's various benefits.  Branched recruiting efforts to job fairs and contacts with the Texas Workforce Commission (Alamo Work Source) and specific newspaper advertising.  Planned discussions to create a Manager Trainee Program that graduates regular Northside Independent School District custodians into potential managerial custodian vacancies.			
<b>III.2.2.</b> Continue to collect and evaluate data regarding staff retention and requests for transfers for all campuses.	Human Resources Directors	Reviewed and shared data with Senior Staff, Cabinet, and campuses.	Will review new data based on recent requests for transfers.	Completed transfer data.	Planned to share staff retention and transfers data with campus administrators at the Administrators' Institute.
<b>III.2.3.</b> Continue to identify campuses and departments that are difficult to staff.	Human Resources Directors	Reviewed 2007-08 new hire data to revise critical needs for 2008-09. Working with the University of Texas San Antonio to develop a partnership to recruit more Math and Science majors.	Reported review of new hire data on February 1 <sup>st</sup> Board Report on Critical Needs.	Approved by Board.	Planned to share data with campus administrators at the Administrators' Institute.
<b>III.2.4.</b> Continue to host a teacher job fair for Title I campuses.	Human Resources Directors	Scheduled Title I Job Fair @ John Jay HS.	Scheduled Title I Job Fair @ John Jay HS.	Scheduled for May 17th.	Conducted a successful Job Fair.

◆ **Objective 3. Recruit and retain a more diverse applicant pool through innovative and non-traditional programs as evidenced by (a) a 2% increase per year in minority hiring for professional staff and (b) increased number of quality applicants in critical needs areas.**

MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
<b>III.3.1.</b> Review employee demographic reports to determine if changes in minority staffing is needed at campuses and departments.	Human Resources Directors	Presented employee demographics for campuses and worksites to all principals, directors and hiring officials at Administrators' Institute.	Ran a new report for the second semester reflecting revised demographics for worksites.	Utilized the latest data to track recruiting and hiring needs per campus.	Planned to share data for 2008-09 school year with campus principals at the Administrators' Institute.
<b>III.3.2.</b> Review demographics of professional applicant pool and new hires to determine minority representation, staffing needs, and hiring patterns.	Human Resources Directors	Presented information at the Administrators' Institute.	Provided an updated applicant pool to hiring officials reflecting December graduations.	New applicants are being recruited, screened and prioritized for campus principals.	As of July 10 <sup>th</sup> there are 8,518 teaching applicants of which 48% White, 43% Hispanic, 5% African American, 1% Native American, 1% American, and 2% Other.

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<b>III.3.3.</b> Develop and initiate a targeted plan for minority recruitment, hiring, and career progression.	Human Resources Directors	Revised recruitment schedule to reflect minority numbers and increasing minority in-state universities: University of Houston, University of Houston-Victoria.  Planned target of in-state universities for Spring recruiting job fairs specific to the number of minority teacher education graduates.	2008-09 Spring recruit schedule continues focus on minority recruiting.  Continued working on a comprehensive Cultural diversity training module to be presented online for all staff.	Planned to attend Region 20, ACT, and SAAPA job fair, which historically are minority fairs.  Waiting Administrative directions for proceeding with an on-line training module.	Planned to re-evaluate recruiting efforts based on the numbers hired from the various campuses.

◆ **Objective 4. Comply with all “No Child Left Behind” requirements regarding all teachers and Title I paraprofessionals by 2005-2006.**

MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
<b>III.4.1.</b> Continue to hire only instructional assistants in Title I schools who meet the No Child Left Behind (NCLB) eligibility requirements.	Human Resources Administrator Human Resources Specialist	Continued to verify No Child Left Behind (NCLB) eligibility requirements when hiring instructional assistants.	Continued to verify all eligibility for instructional aide applicants to work at Title I schools.	Met with administration and Instructional Assistants at Brauchle Elementary to ensure all will be “highly qualified” by next year when school becomes Title I; only applicants meeting No Child Left Behind.	Continued to hire only Instructional Assistants at Title I campuses who meet NCLB eligibility requirements.

◆ **Objective 5. Promote a culture of appreciation, support and concern for all employees as evidenced through (a) maintained or improved retention rate for teachers, (b) improved auxiliary/classified retention rate in each employee category, (c) improved ratings on employee opinion surveys and other assessment instruments, and (d) increased opportunities for professional development and career path progression for all employee categories.**

MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
<b>III.5.1.</b> Schedule and conduct two college fairs for auxiliary/classified employees; continue to administer the Aides Exemption Program and the Pathways for Teacher Preparation Program; conduct individual career/education counseling activities leading to additional qualified teachers in critical shortage teaching fields.	Human Resources Administrator Human Resources Specialist	Discontinued Fall College Fair based on past attendance rates.	Scheduled Spring College fair for all classified and auxiliary employees.	Contacted all area colleges and universities for participation in College Fair on April 17.	Conducted the College Fair on with approximately 100 participants and ten area colleges and universities, which provided information to District employees. Participation in Pathways program continues to increase as well as the participation in the State’s Aide’s Exemption Program.
<b>III.5.2.</b> Continue implementation of a district-wide wellness initiative that encourages and supports health-focused choices by employees resulting in mitigation of future	Director of Benefits	Received health carrier renewal and negotiated an overall 6% rate increase to all plans. Increase due to 54% participation in the wellness program (athletic club membership activations and HealthMiles participation).	The Open Enrollment period resulted in 9774 Northside employees enrolling in a Humana Health Insurance plan. Employees began enrolling in January and an update on the number of employees participating in these programs will be available in the	Over 50% of employees have enrolled in the Virgin Health Miles program and received their pedometers for monitoring their daily activity levels. Employees continue to join the Spectrum Fitness Centers using the free membership	Established the Wellness Seminars. Six seminars on weight management and smoking cessation were conducted during May and June. Sessions on healthy cooking for diabetics are being planned for the fall.

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MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
health care cost increases and a long-term health plan and carrier relationship.		Launched the third wellness challenge.	April Progress Report. Initial response reported by Spectrum has been positive.	<p>available through their health insurance. A 5K Walk/Run to benefit NEF is being promoted through the Health and Wellness Committee.</p> <p>Developed a website for the Health and Wellness Committee to provide information on wellness activities and information to assist committee members in promoting wellness programs.</p> <p>Solicited and received articles from insurance vendors to include in the HR newsletter, <i>The Resource</i>.</p> <p>Began exploring options for Humana and Spectrum to provide Wellness Seminars for employees on topics such as weight management, smoking cessation, and healthy cooking for diabetics.</p>	Concluded negotiations with Humana. The District will continue in Plan Year 2009 to offer the four current health plans plus two new plans. One of the new plans will be a consumer driven plan that emphasizes employee involvement in healthcare decision making and developing healthy lifestyles. All the Humana plans will continue to include a membership to a Spectrum Fitness Center for the employee.
<b>III.5.3.</b> Provide career counseling to classified and auxiliary personnel on career options, position availability, college support services and other professional growth opportunities.	Human Resources Specialist	Continued support to auxiliary/classified staff upon request and based on identified needs.	Provided continuous support to auxiliary/classified staff upon request and based on identified needs.	Continued support and advising to auxiliary and classified staff, in some cases counseling employees into transfers or resignations if in the best interest of the District and the individual.	Continued efforts to provide both education and career counseling to employees, including recommendations for transfers or resignations if warranted.
<b>III.5.4.</b> Provide incentives and partnerships with local colleges and universities to encourage Northside ISD teachers to pursue advanced degrees.	Assistant Superintendent for Human Resources	Partnered with Lamar University to encourage Northside Independent School District teachers to pursue Masters degrees.	<p>Advertised program on Human Resources website.</p> <p>Continued partnerships with all local universities, community colleges, and Alternative Certification Programs.</p>	<p>Continued partnerships with local colleges and universities.</p> <p>Continued Lamar program partnerships with all local universities, community colleges, and Alternative Certification Programs.</p>	Continued partnership. Lamar University is launching its new campaign recruiting Northside Independent School District teachers.

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- ◆ **Objective 6. Promote healthy and safe working conditions for all employees as evidenced through (a) decreased severity of workers compensation claims, (b) improved routine worksite safety audits, and (c) improved ratings of employees' opinion surveys and other assessment instruments.**

MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
<p><b>III.6.1.</b> Monitoring Healthcare Network Implementation process. The overall implementation has been slow for utilization of Health Care Networks for private and public employers.</p> <p>Will continue to monitor the progress of implementation with a target of joining a network for school year 2008-2009.</p>	Risk Management Director Claims Specialist	<p>Approved Health Care Networks have been unable to attract customers due to unknowns regarding the process and regulations.</p> <p>Made open records requests to the City of Ft Worth and Ft Worth ISD who had extended a Request for Proposals for Health Care Networks.</p>	<p>Northside remains in a monitoring mode.</p> <p>The request for the proposals to Fort Worth and Fort Worth ISD remains open as neither entity has awarded a contract.</p>	<p>Received 6 proposals as a result of a Public Information Request to the Ft. Worth ISD. The plan is to follow-up and monitor Ft. Worth's implementation progress while preparing a Request for Proposals for Workers' Compensation, Third Party Administration, and Healthcare Network Services with a release date of Spring 2009.</p>	<p>Monitoring of Ft. Worth's implementation progress has been hampered by information system conversion delay. The general implementation process has shown the network concept to be slow developing and cumbersome. We will continue to monitor their progress.</p> <p>Anticipated possible legislative changes to the current Healthcare Network rules and guidelines. Planned to prepare a Request for Proposals for Workers' Compensation, Third Party Administration, and Healthcare Network Services with a release date of Spring 2009.</p>

- ◆ **Objective 7. Recruit and retain quality employees through a competitive and responsive total compensation package to include salary, benefits, and incentives.**

MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
<p><b>III.7.1.</b> Data has been gathered and analyzed on key and critical District jobs areas and recommendations have been made regarding various adjustments to either some areas of the pay structure of actual positions through the Position Review Committee or in discussions with the Superintendent.</p>	Director of Auxiliary/Classified Personnel	<p>Implemented all approved adjustments to the pay structure and actual positions for 07-08.</p>	<p>Made a proposal to Superintendent on the existing pay structure prior for the 2008-09 employment year. More research is needed before the next meeting on the 2008-09 Compensation Review.</p>	<p>Continued discussions with the Superintendent on pay models for 2008-09, which should assist in recruiting and retaining efforts in key and critical District job areas.</p>	<p>Completed mass updates to all employee groups and new compensation summaries are being dispersed to employees.</p>
<p><b>III.7.2.</b> Analyze the annual surveys of salaries and stipends from the TASB (800 districts) Survey, and Werling (Private and Public Employers in San Antonio) Survey.</p>	Assistant Superintendent for Human Resources, Compensation Director	<p>Planned efforts to gather data survey information for upcoming key and critical District jobs for 08-09.</p>	<p>Completed the Teacher Salary Comparisons that include local ISDs and Stipend analysis.</p> <p>Submitted all TASB survey information. Continued to gather survey data so that critical district jobs and other positions may be analyzed and the district's internal and external (job market) placement can be reviewed.</p>	<p>Completed the Bexar County School District Market survey information for non-exempt employees and presented to Superintendent.</p> <p>Continued to collect market survey data for professional employees.</p>	<p>Completed the Bexar County School District Market survey information for non-exempt employees and presented to Superintendent and Board. Structure adjustments were made to the Midpoint pay system due to the findings.</p> <p>Continued to collect market survey data for professional employees. Continued to analyze the local area market (Werling Survey).</p>

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## IV. TECHNOLOGY PRIORITY OBJECTIVES

**PRIORITY:** *Develop and sustain a dynamic, integrated infrastructure of human, technological and management resources that empowers all stakeholders to enable students to learn to their fullest potential.*

- ◆ **Objective 1. Ensure that students demonstrate mastery of clearly defined technological skills required to support student achievement and lifelong learning through information acquisition, critical thinking, problem solving, and communication.**

MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
<p><b>IV.1.1.</b> Implement and support best practices for Campus Instructional Technologists (CIT), Campus Technology Facilitators (CTF), Elementary Computer Technologists (ECT), Campus Applications Technologists (CAT), Librarians, and Library Assistants to support student success and achievement.</p>	<p>Director of Academic Technology Services Director of Library and Textbook Services</p>	<p>Held 2-day CIT Startup with Staff Development focusing on CMS 8.0 Updates, Digital Citizenship, Web 2.0 and Blogging, ES eGrade Updates, and Technology Integration Support.</p> <p>Held sessions of “Collaborating to Advance Academic Achievement in the Digital Age” – staff development for triads of elementary Administrators, CITs and Librarians, demonstrating the potential of blogging in the classroom.</p> <p>Held secondary CIT staff development session focusing on blogging, as well as support of economically disadvantaged students – Tips for Teachers of the economically disadvantaged and Websites for Serving the Economically Disadvantaged.</p> <p>Administered practica to CITs towards completion of competencies and presented certificates of completion.</p> <p>Provided two monthly professional development sessions for all-level CTFs, with topics of: eGrade, CMS Outreach, Practicas, Training Deadlines, Professionalism, Library Databases, Password Paranoia, Blogging, Web Publishing for Students, Parent Connection, T&amp;D Training, and Using eLearn.</p> <p>Revised and updated K-5 Elementary Computer Literacy Curriculum, focusing on vertical alignment and incorporation</p>	<p>Held monthly CIT staff development for K-12 CITs, focusing on Campus and Teacher Star Charts, integration of CMS and United Streaming, Outreach Web page development, Questia, Gradebook updates, and technology integration sharing.</p> <p>Introduced Secondary CITs to EduBlogs and PBWiki, providing TEKS-related curricular samples and development instructions.</p> <p>Initiated a Visual Communicator Support Group and held the first session for all CITs using that software for the video distribution system and morning announcements.</p> <p>Held three sessions of “Collaborating to Advance Academic Achievement in the Digital Age” – staff development for triads of secondary Administrators, CITs and Librarians, demonstrating the potential of blogging in the classroom, collaborating with Curriculum and Instruction to develop a Social Studies sample blog.</p> <p>Provided monthly professional development sessions for all-level CTFs, with topics of: PBWiki, eGrade, Outreach, SmartBoard, BrainPop, NetStorage, Connected Tech, Deployment Updates, and Digital Media Fair announcements.</p> <p>Administered practicas to CITs towards completion of the Windows Training Track and conducted two CIT Practica Days as an open lab for practica completion.</p>	<p>Coordinated and hosted the presentations of a nationally known guest speaker and ASCD author, Lynell Burmark, with an audience of K-12 CITs and Librarians, Elementary Principals, Secondary Academic Deans, and Instructional Specialists, and Directors. Topics were, “Technology and Differentiated Instruction,” and “Visual Literacy: Learn to See, See to Learn.”</p> <p>Held K-12 CIT Cluster workshops, with the topic of Digital Citizenship, during which CITs created materials for Internet Safety awareness to share with students, teachers, and parents.</p> <p>Held Secondary CIT workshops that incorporated online testing session building with Testing and Evaluation, Classroom Performance System demonstration for middle school, and a high school session of AD Migration FAQs .</p> <p>Provided two Visual Communicator Support Group sessions for CITs in the use of their video broadcast/distribution systems.</p> <p>Held a session for new K-12 CITs, focusing on service-oriented leadership and best practices in technology integration and staff development.</p> <p>Provided three monthly professional development sessions for all-level CTFs, with topics of: Blogging, Audacity, PBWikis, Digital Media Fair, Applications</p>	<p>Instituted a New CIT <i>Road Trip</i>, in which four current CITs served as hosts in modeling their role in technology integration with live student sessions. The new CITs were able to observe best practices and ask questions.</p> <p>Held Elementary CIT Meetings to promote use of student blogging tools in <i>Edublogs</i>, showing curricular samples from NISD. Provided training materials for campus use.</p> <p>Held Secondary CIT Meeting to promote newly developed site for local hosting of CIT Blogspot and oriented CITs to its use. Promoted newly developed video vignettes for online training needs.</p> <p>Developed and posted video vignettes for Edublogs for Librarian staff development.</p> <p>Held end-of-year CIT/CTF Appreciation Event with CIT meetings by level, including end-of-year reflection, and goal-setting activities for the approaching school year.</p> <p>Provided one-on-one coaching to CITs in their Webmaster support needs for campus websites, in addition to hosting two whole group drop-in sessions for Webmaster support needs.</p> <p>Provided one-on-one support to CITs for end-of-year DVD projects.</p> <p>Conducted training for CTFs on blogging, podcasting, and digital recorders.</p>

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		<p>of SRA (Science Research Associates) online materials.</p> <p>Held ECT (Elementary Campus Technologist) Startup Session, presenting a new web site to display the updated K-5 Elementary Computer Literacy Curriculum as well as a new online tool, which will allow ECTs (Elementary Computer Technologists) to update SRA TechKnowledge student rosters.</p> <p>Provided Librarian Staff Development sessions, by level, with guest speaker topics of collaboration with the city of San Antonio Public Library System and principal-librarian-teacher collaboration for reading and literacy.</p> <p>Continued adding, editing, and disseminating information about library lesson plans in CMS.</p>	<p>Conducted All-CTF Practica sessions, providing training and testing.</p> <p>Conducted an Elementary ECT staff development session focusing on technology literacy and new emerging technologies.</p> <p>Developed and delivered instruction for the new ECT roster features, in order to streamline SRA practices.</p> <p>Conducted campus visits supporting CITs, CATs, CTFs, ECTs, administrators, teachers, and librarians.</p> <p>Provided Librarian staff development sessions by level with emphasis on library assistant appraisal, mini-conference for elementary librarians, book clubs, Web 2.0, online databases, and Sirsi upgrade.</p> <p>Continued adding, editing, and disseminating information about library lesson plans in CMS through meetings with elementary librarians.</p>	<p>Practica Training and Testing, eGrade Support, and AD Migration and Deployment Support.</p> <p>Coordinated the delivery of Teaching Books webinars for librarians and CITs. Held an ECT staff development workshop focusing on Digital Citizenship.</p> <p>Shared best practices with CITs, librarians, CTFs, and ECTs via <i>The CIT News</i>, <i>The Database Showcase</i>, <i>The CIT Portal</i>, <i>The CTF Portal</i>, and <i>The ECT Portal</i>.</p> <p>Promoted Digital Media Fair and gathered over 1,100 K-12 student entries for contest judging, tracked through an online database.</p> <p>Tested and implemented an NISD-hosted Word Press blog as an in-house communications tool for specific targeted users.</p> <p>Provided monthly professional development sessions for Campus Applications Technologists, with topics of: NetMeeting, GroupWise 7 Webmail, and electronic grade book.</p> <p>Continued research and user testing of useful instructional audio-visual hardware and Web 2.0 tools, including FlipVideo, Podcast Studio and VoiceThreads.</p> <p>Administered 29 practicas to CITs towards completion of the Windows Training Track and conducted two CIT Practica Days as an open lab for practica completion.</p> <p>Hosted Kerrville ISD Instructional Technology Committee, sharing best practices in Northside and visiting three campuses.</p>	<p>Administered 26 practicas to CITs towards completion of the Windows Training Track and conducted two CIT Practica Days as an open lab for practica completion. Presented certificates of Windows Training Track and practica completion to new CITs.</p> <p>Provided 5 days of application training and practicum for a new ECT at Adams Hill ES to include production of a training notebook.</p> <p>Developed the <i>ECT Etcetra</i> blogging web site as a communication tool for all NISD ECT's to share, communicating ideas for enrichment activities, classroom management, etc.; updated ECT Website.</p> <p>Planned four-day summer teacher training in collaboration with Business Careers CIT.</p> <p>Added almost 20,000 books and 2,000 media pieces to the library collection.</p> <p>Provided monthly Librarian Staff Development sessions, grouped by level.</p> <p>Continued adding, editing, and disseminating information about library lesson plans in CMS.</p> <p>Provided monthly professional development sessions for Campus Applications Technologists.</p>

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				<p>Added almost 40,000 books and 3,000 media pieces to the library service collection, bringing the total holdings to over 1,700,000.</p> <p>Provided monthly Librarian Staff Development sessions, grouped by level.</p> <p>Continued adding, editing, and disseminating information about library lesson plans in CMS.</p>	
<p><b>IV.1.2.</b> Provide instructional and technical support for core and enrichment content areas to support student success and achievement. (e.g., online testing, online resources, intervention software, instructional management software, credit retrieval software, TIPPA, data and information support, infrastructure support, textbook support).</p>	<p>Technology Services Leadership Team</p>	<p>Collaborated weekly with the CMS Design Team and SchoolNet to fully implement the Curriculum Management System (perform data updates, account management, training, and other implementation support).</p> <p>Expanded Web Mastering Online course to high school students, which serves as a Technology Applications credit.</p> <p>Coordinated the development of an online health class in a virtual environment for spring piloting.</p> <p>Coordinated the development of an online music appreciation virtual environment to augment face-to-face teaching, which is currently being utilized by high school students.</p> <p>Provided automated data imports to support Questia for HS students and faculty.</p> <p>Coordinated individual CIT planning on Technology Integration Project Planning &amp; Assessment (TIPPA) and campus technology plan, upon request, and met with Principal and CIT to formalize and adopt the plan.</p>	<p>Provided instructional and technical support for staff using online courses with high school students.</p> <p>Collaborated weekly with the CMS Design Team and SchoolNet to fully implement the Curriculum Management System (perform data updates, account management, training, and other implementation support).</p> <p>Continued to support and facilitate mandated online testing (NAEP, TELPAS, etc.).</p> <p>Supported Bilingual Department by delivering a presentation on Parent Connection.</p> <p>Collaborated and researched to provide an updated recommendation for instructional hardware in the high school GT program.</p> <p>Coordinated with Math Instructional Specialist and CIT to develop a useful Intranet site.</p> <p>Collaborated with Speech Pathology in exploring the communication/collaboration capabilities of TikiWiki/Moodle for the needs of their program.</p>	<p>Provided technical and instructional support for online testing throughout the District: NAEP, TELPAS, EOC, TAKS-Alt.</p> <p>Continued participation and support in weekly Curriculum Management System Design Team meetings for dialogue with vendor and planning for optimal use of system by Northside staff.</p> <p>Continued to support the Elementary and Secondary Grade book, eGrade, meeting with NISD Grade book Committee and vendor, and coordinating updates with campus training staff.</p> <p>Continued to meet with BCHS administrators and CIT to provide instructional and technical support for the 1-to-1 initiative.</p> <p>Collaborated with CITs on cross-curricular content integration using Web-based tools: wikis, blogs, and Web pages.</p> <p>Developed and presented FAQs and helpful hints for Instructional Specialists visiting Active Directory campuses for personal data retrieval.</p> <p>Provided a review of the fall PEIMS data submission for affected District Directors and staff.</p>	<p>Planned and hosted the Digi Awards 2008 for the Digital Media Fair, coordinating the submission and judging of 1100 student projects, communication to students, parents, and staff, production of the video highlights of winning entries, and the acquisition and presentation of student awards. Campus participation increased 32% over 2006-07. Academic Technology Director participated in a promotional KTSA radio interview, and the Assistant Superintendent and several NISD students participated in a Fox News television interview highlighting the event.</p> <p>Completed CMS updates, including:</p> <ul style="list-style-type: none"> <li>▪ Discovery's UnitedStreaming materials (5,000 videos, 50,000 images, etc.) have been integrated into the Curriculum Management System Materials Bank, searchable by keyword, subject, and grade level.</li> <li>▪ Additional special program indicators have been added to student records (Placed/ Promoted/ Retained, LEP Declined, LEP Monitor Year, AVID).</li> <li>▪ Current year test data has been loaded throughout the year (TAKS, PSAT, SAT, new test views for TAKS M and TAKS Alt).</li> <li>▪ Summer school data (STEPS and high school credits) – previously not</li> </ul>

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		<p>Provided TIPPA staff development for Ott ES faculty.</p> <p>Provided redeployment support for software to Cody ES, Mary Hull ES, and Oak Hills Terrace ES.</p> <p>Provided Active Directory support to 21 migrated campuses– posted a web site on eLearn for Active Directory FAQs, etc.</p> <p>Developed a training/communication document for eFiles (currently being piloted with four elementary campuses).</p> <p>Coordinated upload of student data for SRA TechKnowledge program.</p> <p>Coordinated with Secondary Math to establish a Web presence for curricular resources.</p> <p>Implemented and coordinated math textbook installation procedures for Secondary campuses.</p> <p>Supported campus GT teachers in video productions and CITs in Video Broadcast Announcements.</p> <p>Provided support to Special Schools in use of District online databases.</p> <p>Provided district-wide content management for the Sirsi Library information system.</p> <p>Provided on-going, high quality, high-volume support to staff district-wide concerning textbook issues.</p> <p>Continued the evaluation of instructional software applications in support of the INS-03 process.</p>	<p>Provided instructional technology support at Stevens HS in judging Web pages, which will be entered in the History Fair.</p> <p>Designed training materials for eFiles for staff at AD campuses.</p> <p>Developed an online database for use in voting for elementary math textbook adoption.</p> <p>Developed an online database for use in surveying a high school, middle school, and elementary school regarding faculty preference for laptops vs. desktops.</p> <p>Developed and implemented Kinder Report Card and Progress Report in eGrade.</p> <p>Facilitated dissemination of sample textbooks for the elementary math textbook adoption.</p> <p>Provided Active Directory support to 21 migrated campuses (software, project completion, follow-up questions).</p> <p>Continued planning for AD Migration to remainder of campuses.</p> <p>Continued the evaluation of instructional software applications in support of the INS-03 process.</p> <p>Continuing support to C&amp;I on Fitnessgram 8.3 upgrade.</p> <p>Uploaded High School student data to the Alamo Community College District.</p> <p>Assisted with the online student data collection process to update CATE indicators for PEIMS.</p>		<p>available in the system</p> <ul style="list-style-type: none"> <li>▪ Online benchmarks were expanded at three campuses (Business Careers, Michaels, Driggers), incorporating additional subject areas and grade levels.</li> <li>▪ Three hours of training on additional CMS capabilities is planned for all teachers for fall 2008.</li> </ul> <p>Provided ongoing support to all stakeholders using the Elementary and Secondary Gradebook, communicating updates and new capabilities, as implemented.</p> <p>Coordinated the efforts of two writing teams who focused on needed updates to Elementary and Secondary Gradebook Training Guides for various user groups. Training materials were developed for online posting and for sharing with CITs, CATs, CTFs, and Attendance Secretaries.</p> <p>Coordinated the efforts of a writing team who updated the Digital Citizenship training materials for use in NISD elementary campuses in 2008-09.</p> <p>Participated in ongoing BCHS support meetings to focus on needs for acquisition, technical support, instructional needs, and training needs.</p> <p>Collaborated with High School campuses in support of online AP Testing for International Languages.</p> <p>Facilitated Software Review Committee and work on INS-03 proposals and prioritization needs in software evaluation and installation.</p>

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		<p>Completed project to provide student access to the Riverdeep application from home.</p> <p>Collaborated with Resource Management Team to produce Elementary and Middle School Retention Reports; produced the High School Retention Report.</p> <p>Provided a review of the final summer PEIMS data submission for District Directors and staff.</p> <p>Installed Certiport/Certiprep program (leading preparation software for Microsoft Office Specialist Certifications) at HS campuses.</p> <p>Collaborated with C&amp;I on Fitnessgram 8.3 upgrade.</p> <p>Collaborated with Business Careers High School Administration to support school start-up and the wireless 1:1 initiative.</p>	<p>Led TREx implementation meeting to discuss/coordinate policies and directions, as well as training, which will begin in February.</p>		<p>Assisted the PE Fitness Program with the end of year report and continued planning for Fitnessgram 8.3 upgrade.</p> <p>Collaborated with C&amp;I for Riverdeep LMS upgrade to version 4, as well as Plato upgrade.</p> <p>Video-recorded, rendered, and posted online a high school math department coordinator's presentation on the effective use of the CPS Chalkboard in the classroom.</p> <p>Presented sessions to Rawlinson Middle School students in support of their Friday Forum. One session was an integration using PhotoStory – and another was an integration with Flash.</p>
<p><b>IV.1.3.</b> Explore online solutions for the assessment of eighth graders' technology literacy knowledge and skills, aligned to the Technology Applications curriculum and NCLB goals.</p>	<p>Assistant Superintendent for Technology Services Director of Academic Technology Services</p>	<p>Presented proposal to Superintendent and C&amp;I for approval; will take to MS principals in November.</p>	<p>Discussed proposal for assessment of middle school students on technology applications literacy at November Middle School Principals' Meeting</p>	<p>Wrote and submitted <i>Request For Statement Of Interest</i> (RFSOI) to TEA for their Technology Literacy Assessment Pilot.</p> <p>Returned to February Middle School Principals' Meeting to discuss the RFSOI.</p> <p>Preparations underway with Jordan Middle School to participate in the TEA pilot to assess 360 eighth graders.</p> <p>Plans in process to also assess 485 additional students at four additional middle schools.</p>	<p>Participated in Webinar staff development to learn about TEA's Tech Lit Assessment Pilot program.</p> <p>Organized and participated in the delivery of Tech Lit Assessment to 350 eighth-grade students at Jordan MS as part of a state-wide pilot program.</p> <p>Organized and presented Tech Lit Assessment at the following middle schools: Jones, Rayburn, Stevenson, Stinson.</p>

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<b>IV.1.4.</b> Expand the Sirsi Library Management System, including a federated search capability, to support information acquisition and research for students.	Director of Library and Textbook Services Director of Technology Acquisitions and Project Management	Continued regular Sirsi Upgrade and Federated Search project meetings, including vendor presentations.	Presented Visual Thesaurus to Elementary CITs.  Supported Special Schools in using Library Online Databases in instructional projects.  Completed Sirsi iBistro (online library catalog and management system) configuration upgrade; additional Sirsi upgrades are in progress.	Continued regular Sirsi Upgrade and Federated Search project meetings, including vendor presentations/ conference calls; developed requirements matrix for Federated Search.	Continued regular Sirsi Upgrade and Federated Search project meetings, including vendor presentations/ conference calls; developed requirements matrix for Federated Search.  Submitted PO to WebFeat for Federated Search.

◆ **Objective 2. Ensure that all employees demonstrate mastery of appropriate, clearly defined technological skills and competencies required for performance of their jobs.**

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<b>IV.2.1.</b> Provide face-to-face technology-related training and professional development for employees that align with the NISD Technology Core Competencies. (e.g., Training on Wheels, Q.U.A.D., Classroom Delivery, Leadership Seminars, Library Online Resources).	Director of Technology Training and Development Director of Academic Technology Services Director of Library and Textbook Services	Provided face-to-face integration-based sessions at eCamp 2007.  Provided face-to-face New Employee Technology Training sessions.  Provided face-to-face training sessions on NISD standard software.  Provided eGrade training and ongoing follow-up support for HS Campus Application Technologists (CATs), HS/MS CITs, Attendance Secretaries, Administrators, and teachers.  Coordinated the Attendance Secretary Startup Training, with a variety of departmental topics.  Provided CMS Train-the-Trainer sessions for new CITs.  Conducted CMS training for Campus Administrators at Administrator Institute.  Assisted the Business Office with budget training at Administrator Institute.	Conducted face-to-face training sessions on NISD standard software.  Conducted one on one training sessions on a variety of software.  Conducted Training on Wheels Sessions.  Facilitated the creation of training materials (GroupWise 7 Webmail, GroupWise 7 Essentials, Intermediate, Advanced, Flash 100 & 200, Moviemaker 100, School Improvement Plan).  Facilitated 16 QUAD sessions for campus support staff.  Provided on demand training for Transportation Personnel on Finance Inquiry.  Provided New Employee Technology Training.  Created Classroom Performance System training guides.  Conducted Cognos Cubes sessions for ATLAS.	Conducted face-to-face training sessions on NISD standard software.  Conducted one-on-one training sessions on a variety of software.  Conducted Training on Wheels Sessions.  Facilitated the creation of new training materials (Excel 100, Excel 110, Excel 120, ETS, and Inspiration 8).  Facilitated 30 QUAD sessions for campus support staff.  Created training materials for TReX and trained three pilot schools; District-wide rollout planned for May 2008.  Administered OPAC computer-based testing sessions for the Human Resource Department.  Coordinated 4 face-to-face workshops for teachers and 2 face-to-face workshops for campus administrators on the use of the Promethean ActivStudio software and hardware.	Coordinated 3-day eCamp 2008 technology conference at Stevens High School.  Conducted 32 face-to-face training sessions on NISD standard software.  Created training materials for TReX (Texas record exchange) to be used by all campuses; conducted 18 training sessions on TReX; facilitated purchase and began installation of scanners at all campuses in support of the TReX implementation.  Administered weekly computer-based testing sessions for the Human Resource Department.  Revised New Employee training materials  Created and revised a variety of training materials, including: Quick Start Guide to Northside Technology, Quick Start Guide for Elementary Attendance Secretaries, Quick Start Guide for Secondary Attendance Secretaries, Quick Start Guide for Connecting to the NISD WiFi.  Currently creating a variety of training materials for: laptop pilot for 3 new

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		<p>Provided training for Bookkeepers at the Business Academy.</p> <p>Provided 10 face-to-face training sessions for staff at BCHS to support the wireless 1:1 initiative.</p> <p>Published the Fall 2007 Training on Wheels Schedule of technology training classes.</p> <p>Revised training materials (ETS, Groupwise 7, NETT, Facilities Usage, N-Time for Sp Ed staff).</p> <p>Created training materials for Immunizations Due for Nurses, iTTCS and Cognos for Nurses, Groupwise Messenger, Sprint/Nextel Billing, and Attendance Secretary Guide to Student Scheduling.</p> <p>Held online database workshops for teachers and librarians.</p> <p>Presented sessions of “Setting the Stage for Digital Age Achievement” for K-12 administrators.</p> <p>Developed updated Parent Connection documentation and presented Parent Connection demonstration at all-level Principals’ Meeting.</p> <p>Presented “Growing up in the Light: Meeting the Challenges of Gifted Students with Technology” during Communication Arts Faculty Retreat.</p> <p>Updated campus Webmaster curriculum, posted materials on eLearn, and presented a 2-day Campus Webmaster staff development session.</p>	<p>Conducted training sessions for nurses on Region 20 Guidelines for Nurses/Cognos.</p> <p>Delivered an instructional technology presentation to a National Conference of International Languages State Supervisors on blogs, wikis, and other Web 2.0 tools.</p> <p>Coordinated two presentations by Dr. Lynell Burmark of the Thornburg Center to Central Office Administrators, Campus Administrators, Instructional Supervisors, CITs, and Librarians on the topics of “Technology and Differentiated Instruction” and “Visual Literacy.”</p> <p>Coordinated with ELA specialist to present blogging staff development sessions to Middle and High School English Department Coordinators, Business Careers HS faculty, English teachers at Marshall HS, Warren HS, Connally MS, Zachry MS, Elrod ES, Carlos Coon ES, Leon Springs ES, and ES Math Specialists.</p> <p>Provided instructional technology staff development for a full-day session at Jones MS, focusing on blogging in the classroom and PhotoStory.</p> <p>Presented Class Blogmeister to Instructional Specialists.</p> <p>Provided staff development for science teachers in using PowerPoint to organize and present a variety of video formats. Developed and delivered after school staff development on Talking Books using Audacity and DreamWeaver for graduates of recent instructional technology master’s degree program.</p> <p>Coordinated ChalkBoard-EasiTeach demo at NLC for campus representatives and</p>	<p>Conducted face-to-face training sessions on the Electronic Budget Submission and Growth and Improvement Package Submission.</p> <p>Created Growth &amp; Improvement Package training materials and conducted face-to-face training sessions on Growth and Improvement Package Submission.</p> <p>Conducted face-to-face training sessions for Campus Administrators on the Employee Transaction System.</p> <p>Conducted face-to-face training sessions for Counselors using the scholarship and awards database.</p> <p>Began planning training for Fall 2009 Business Academy.</p> <p>Established training dates/locations for New Employee Technology Training for the summer.</p> <p>Began online registration for the 143 training sessions to be delivered at eCamp 2008 in June.</p> <p>Presented to Cody ES &amp; Murnin ES parents in the after-school Cafecito program coordinated by the counselors, with the topic of Internet Safety.</p> <p>Presented TCEA Presentations: “1-to-1 Laptops: Liaison to Learning,” “Digital Citizenship: It’s Everyone’s Responsibility,” and “Go Hollywood.” Presented staff development workshops on instructional blogging to teachers from Aue, Zachry, O’Connor , and others.</p> <p>Updated Webmaster training materials and provided three days of workshops for</p>	<p>schools, ceiling-mounted projector use, NISD-Sync, tiered Internet filtering, etc.</p> <p>Conducted 2 face to face New Employee Technology Training sessions</p> <p>Coordinated New Bookkeeper Academy.</p> <p>Conducted 6 training sessions on the Hayes Textbook software.</p> <p>Coordinated the Attendance Secretary Startup Training, with a variety of departmental topics.</p> <p>Conducted face-to-face training sessions for librarians on Instructional Fridays.</p> <p>Conducted Master Scheduling classes for Secondary Administrators.</p> <p>Planned and delivered a staff development for Special Schools’ Administrators and CTFs, “Administrative Vision for Technology in Special Schools,” focusing on student blogging projects.</p> <p>Presented a session at the National Educational Computing Conference entitled, “Capitalizing on Collaboration: Professional Development in Blogging Triads.” Staff from Academic Technology and Technology Training and Development co-presented two sessions – one on Web 2.0 and one on Wikis. Three NISD High School CITs presented four poster sessions, some involving NISD students. Three Academic Technology staff members volunteered in support of NECC San Antonio preparations.</p> <p>Began implementation of a series of sessions for Technology Learning for Cabinet, starting with, “Hosting Your Own</p>

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		<p>Provided professional development for all-level Special Schools' faculty, with the topic of "Let's Blog!"</p> <p>Supported campuses in CMS Outreach and CMS Update training.</p> <p>Provided CMS Data Bridge training component to Secondary Leader College.</p> <p>Presented Blogging staff development to Middle School and High School International Language teachers.</p> <p>Provided technology professional development for Homebound teachers on the resources and processes for AUP, ERO, GroupWise, UnitedStreaming, Intranet, Library Databases, and Webmail.</p> <p>Provided five full days of staff development and practica for new Elementary Computer Technologists (ECTs).</p> <p>Developed an OPAC (Office Proficiency Assessment &amp; Certification) scheduling database and delivered day-long OPAC testing sessions (computer-based applicant testing).</p> <p>Provided training to Cabinet on Groupwise Messenger.</p>	<p>delivered ChalkBoard-EasiTeach training at Stevens HS.</p> <p>Provided monthly professional development sessions for all-level Special Schools' teachers, with topics of: CMS Updates and Outreach, "Hook It All Up" with Laptops, Projectors, Cameras, and SmartBoards, and PhotoStory.</p> <p>Revised, edited, and updated the Inspiration application manual to version 8 to include current screen shots and new features.</p> <p>Administered OPAC testing sessions for the Human Resource department's new employee test program.</p> <p>Created training guides for teachers and cafeteria managers at elementary level for "Lunch Counts" online lunch count program.</p> <p>Created online survey for librarian mini-conference.</p>	<p>campus and department Webmasters.</p> <p>Provided three monthly professional development sessions for all-level Special Schools' staff, with topics of: MovieMaker, PhotoStory, Podcasting with Audacity, and UnitedStreaming.</p> <p>Provided technology professional development for Homebound teachers on the processes of AUP, ERO, GroupWise, UnitedStreaming, Intranet, Library Databases, and WebMail.</p> <p>Conducted multiple workshops on ProQuest, Teaching Books, Edublogs, and Sirsi.</p>	<p>Webinar," and "Go Boldly into the Blogosphere." Developed locally hosted site for NISD Administrator Blogspot.</p> <p>Presented an OASIS class with Board President, "Technology Evolution in K-12 Education: From the Classroom to the Board Room"</p>
<p><b>IV.2.2.</b> Provide online technology-related training and professional development course offerings, online training resources, and online assessment opportunities that align with the NISD Technology Core Competencies.</p>	<p>Director of Technology Training and Development Director of Academic Technology Services Director of Library and Textbook Services</p>	<p>Created an online course for CMS Update training for all teachers, including an assessment component.</p> <p>Revised the online Acceptable Use Policy training for all employees, including an assessment component.</p> <p>Developed training resources for Secondary eGrade, all of which are</p>	<p>Facilitated the use of the online CMS Update course.</p> <p>Facilitated the use of the online Acceptable Use Policy training.</p> <p>Updated the PGP instruction website for the Counseling Department.</p>	<p>Created 23 online instructional videos on a variety of software applications skills.</p> <p>Updated the Administrator Resource Website as needed.</p> <p>Provided training for eClassroom teachers selected from four magnet schools, to guide them in developing online activities to supplement their face-to-face instruction.</p>	<p>Provided training for eClassroom teachers selected from four magnet schools, to guide them in developing online activities to supplement their face-to-face instruction.</p> <p>Coordinated with AVID Leadership and Physical Education Supervisor, along with CIT-led writing team to finalize the development of a fully online Health class for NISD students. Initially, this will be</p>

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		<p>posted online – Administrators’ Manual, Teachers’ Manual, Attendance Secretaries’ Manual, Secondary Campus Support Manual, PowerPoint for Trainers, Video Tutorials, FAQs, and Online Appendix of Advanced Features</p> <p>Revised online training materials (Word 100, Word 110, Access 100, Access 200).</p> <p>Updated CIT Portal and CTF (Campus Technology Facilitator) Portal, and developed a Special Schools Web site.</p>	<p>Developed an online discussion forum for Rudder MS faculty members.</p> <p>Posted online resources for gradebook updates, Active Directory migration support, and instructional guides for Edublogs and PBWiki account creation, instructional videos for Edublogs, and an online tutorial, and video support for Talking Poetry.</p> <p>Communicated technology information and updates through CTF Portal in eLearn for CTFs and Special Schools website.</p> <p>Updated campus Webmaster curriculum, and posted materials on eLearn.</p> <p>Researching and developing an advanced campus Webmaster course (XHTML and CSS).</p> <p>Produced online training video for Campus StarChart survey completion.</p> <p>Created eLearn forums to promote communication among librarians.</p> <p>Created &amp; published Database Showcase (online e-zine).</p>	<p>In the process of developing an online course for <i>Excel 100: Spreadsheet Basics</i>.</p>	<p>utilized by AVID students at three HS campuses: Marshall, Clark, and Taft. Teacher training is planned for early August.</p> <p>Revised the online Acceptable Use Policy training for all employees, including an assessment component.</p> <p>Updated the Administrator Resource Website as needed.</p> <p>Developed on-line training video for Bookkeepers.</p> <p>Assisted HR in creating on-line Stipend-Vignettes for training purposes.</p>
<p><b>IV.2.3.</b> Implement a district-wide Webinar (<i>Web-based seminar</i>) solution for online professional development, information dissemination, and communication.</p>	<p>Assistant Superintendent for Technology Services Director of Technology Training and Development</p>	<p>Purchased a 12-month subscription for Webex and began pilot with secondary math department and Cabinet.</p>	<p>Conducted Web Conference demo for Instructional staff.</p> <p>Assisted Secondary math with web conference.</p> <p>Established Host accounts for secondary math, Library Services, Asst. Superintendent, &amp; Physical Education.</p> <p>Conducted Web conferences with Campus Applications Technologists (CATs) for Gradebook support.</p>	<p>Hosted webinars for secondary CITs and CATs for end of semester gradebook procedures.</p> <p>Established Host accounts for secondary science, and the Student Services Technologist.</p> <p>Due to demand/usage, purchased an enhanced 12-month subscription of Webex Meeting Center and Training Center.</p>	<p>Hosted several webinars for CITs involving end-of-year procedures, for CTFs at Special Schools, and for the Digital Media Fair planning committee.</p> <p>Assisted Secondary Administration in conducting 2 webinars with campus administration.</p> <p>Presented webinar for Grants Department.</p> <p>Provided a webinar for Cabinet on hosting a webinar.</p>

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			<p>Conducted 3 web conferences with Middle School Campus Instructional Technologists for Gradebook support.</p> <p>Delivered gradebook related updates and support to CITs, CTFs, and CATs via Webinars.</p> <p>Provided a webinar for Cabinet on new WebMail.</p>		
<b>IV.2.4.</b> Conduct professional development for all-level Technology Applications teachers related to curriculum TEKS, projects, and activities.	Director of Academic Technology Services	Delivered student storage orientation and provided an exploration, practice, and Q&A session for middle school Technology Applications teachers in use of NetStorage	<p>Developed and delivered a full-day course on “Talking Poetry” – for both middle school and high school Technology Applications teachers.</p> <p>Developed and delivered after school sessions for Technology Applications teachers on Developing Student Blogs and on Managing Student Blogs in Class Blogmeister.</p>	Developed and delivered a full-day session to middle school Technology Applications teachers on podcasting.	<p>Created and hosted 2 days of inservice training for new middle school Tech Apps teachers.</p> <p>Coordinated Flash inservice for current middle school Tech Apps teachers.</p> <p>Developed and hosted a 1-day podcasting and blogging workshop for high school Tech App teachers.</p>

◆ **Objective 3. Acquire and align fiscal and human resources to support technology use throughout the Organization.**

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<b>IV.3.1.</b> Manage special revenue budget processes and expenditures to effectively use technology to meet instructional and operational needs throughout the District. (e.g., E-rate, Title II Part D, Technology Bond Program, State Technology Allotment, grants and partnerships)	Assistant Superintendent for Technology Services Executive Director of Information and Infrastructure Services Director of Technology Acquisitions and Project Management	<p>Submitted E-rate re-imbursement applications for all Year 9 E-rate applications approved for funding—awaiting refund checks.</p> <p>Notified the amount of the Year 10 Priority One services (telephone, Internet, long distance, etc.) and completed first steps in re-imbursement application processing.</p> <p>Ordered E-rate Year 10 network and wireless equipment components for all 90% campuses; currently involved in installations.</p> <p>Completed online eGrants Evaluation for 2006-2007 funding year for Title II Part D.</p>	<p>Assisted all campuses with completion of the online Texas STaR Chart to evaluate technology implementation.</p> <p>Developed and submitted NISD Technology Plan 2008-2011; awaiting approval from TEA.</p> <p>Received re-imbursement funds for Year 9 E-rate applications.</p> <p>Continued E-rate Year 10 network and wireless equipment project installations/upgrades.</p> <p>Drafted E-rate Year 11 applications; submission deadline is Feb 7, 2008.</p>	<p>Submitted E-rate Year 11 applications.</p> <p>Received TEA approval for NISD Technology Plan 2008-2011.</p> <p>Continued to monitor and account for all technology bond budgets, as well as plan 2008-2009 budgets (Title II D, growth &amp; improvement packages, etc.).</p> <p>Collaborated with District NCLB Committee at monthly coordination/planning meetings.</p>	<p>Continued to monitor and account for all technology bond budgets, as well as plan 2008-2009 budgets (Title II D, growth &amp; improvement packages, etc.).</p> <p>Completed E-rate Year 10 network and wireless equipment project installations and upgrades.</p> <p>Submitted YR 10 Application reimbursements for E-rate Cabling projects at Linton, Esparza, Ross, Jones, and Rayburn.</p> <p>Coordinated implementation of internet service per new contract (Priority 1 E-rate service) with Time Warner Telecom, effective July 2008.</p>

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		<p>Established budget and completed online eGrants Application for 2007-2008 funding year for Title II Part D.</p> <p>Collaborated with District NCLB Committee at monthly coordination/planning meetings and participated in training session for non-public schools.</p> <p>Coordinated, published, and communicated a comprehensive end-of-year evaluation report on the BCHS wireless 1:1 initiative.</p> <p>Continued to monitor and account for all technology bond program budgets.</p> <p>Presented “Taking the Lead with Laptops” session at September TASB/TASA Conference.</p> <p>Continued to work with Partnerships and grants to explore funding opportunities for technology purchases for campuses.</p>	<p>Continued to monitor and account for all bond budgets.</p> <p>Working with Partnerships and Grants on upcoming NEF awards.</p> <p>Collaborated with District NCLB Committee at monthly coordination/planning meetings.</p>		<p>Collaborated with District NCLB Committee at monthly coordination/planning meetings.</p>
<b>IV.3.2.</b> Acquire and plan for the implementation of a district-wide Textbook Inventory Management System to assist with procurement, distribution, and collection of textbooks.	Director of Library and Textbook Services Director of Technology Acquisitions and Project Management	<p>Held vendor presentations, ordered server, identified pilot campuses.</p> <p>Contract in review; final quote pending.</p>	<p>Implemented new district-wide textbook software system; server received, installed, configured, data loaded and operational; Pilot campuses utilizing new system during pilot that will run through May 08. New system will be available to all campuses for textbook inventory and tracking in summer 2008.</p>	<p>Continued pilot at Marshall, Rawlinson, and Hatchett; worked with Purchasing Department and vendor to reduce fall start-up costs by over \$20,000 and reduce annual maintenance and support agreements by over \$25,000 over the next three years.</p>	<p>Completed pilots at three schools.</p> <p>Conducted staff training on solution for expansion to all school sites beginning with the 2008-2009 school year.</p>
<b>IV.3.3.</b> Continue the Technology Services Customer Interaction Program to facilitate a deeper understanding of campus and department needs in order to continue to provide exemplary service and support. (e.g., Town Halls, service surveys and metrics, focus groups, job shadowing)	Technology Services Leadership Team	<p>Met with Campus CITs, selected Middle School Principals, selected High School Attendance Administrators, and Attendance Secretaries regarding user needs for Secondary eGrade.</p> <p>Coordinated a focus group for Brandeis HS Technology, which may change some technology bond program standards and related policies.</p> <p>Continued to receive feedback and input from campus staff during deployment</p>	<p>Led committee to develop recommendation to deploy laptops to Brandeis, Vale, and Forester professional staff, as well as other measures to increase staff and student access to technology.</p> <p>Hosted Tour of Infrastructure Services (Help Desk, Tech Support, Data Center) for ES CITs.</p> <p>Continued to seek feedback and input from campus staff during post-deployment walk-through and sign-off activities.</p>	<p>Led a committee of stakeholders to develop the Technology Strategic Plan 2008-2013.</p> <p>Continued to host monthly Friends of NISD Libraries meetings; planned and conducted StoryFest 2008 with over 300 attendees.</p> <p>Continued to seek feedback from campus staff during technology post-deployment walk-through and sign-off activities.</p> <p>Continued 2007-2008 quarterly meetings for all Technology Services staff, to</p>	<p>Collaborated with Business Office Directors on Department-level AD migration process, and what to do to improve the process for Department customers.</p> <p>Met with High School Athletic Coordinators to discuss Active Directory migration, software auditing, and recommendations for best options in viewing shared video footage.</p>

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		<p>post-deployment walk-through and sign-off activities to improve service.</p> <p>Continued to host monthly Friends of NISD Libraries meetings.</p> <p>Continued 2007-2008 quarterly meetings for all Technology Services staff, to facilitate communication, collaboration, and collegiality across service areas, including Employee Recognition Program.</p> <p>Conducted a Technology Services Employee Satisfaction online survey and action plan to improve service to “internal customers”.</p> <p>Published four online surveys and developed databases for Northside Speaks 2008.</p>	<p>Continued to host monthly Friends of NISD Libraries Meetings</p> <p>Continued 2007-2008 quarterly meetings for all Technology Services staff, to facilitate communication, collaboration, and collegiality across service areas, including Employee Recognition Program.</p>	<p>facilitate communication, collaboration, and collegiality across service areas, including Employee Recognition Program.</p>	<p>Coordinated a Data Center Tour for two staff members from Jay HS, along with the visiting Director from the Joint Oceanographic Institute, in follow-up of a previous year’s distance learning project supported by NISD Technology Services.</p> <p>Continued to seek feedback and input from campus staff during technology post-deployment walk-through and sign-off activities.</p> <p>Continued to host monthly Friends of Northside Libraries meetings and presented at TLA (Texas Library Association) about NISD FONL.</p> <p>Continued 2007-2008 quarterly meetings for all Technology Services staff, to facilitate communication, collaboration, and collegiality across service areas, including Employee Recognition Program.</p>

◆ **Objective 4. Develop, implement, and periodically review policies, plans, and procedures that standardize and streamline the evaluation, procurement, deployment, support, maintenance, and management of current, new, and emerging technologies.**

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<b>IV.4.1.</b> Continuously review, update, and promote technology Administrative Regulations and Board Policies to support instructional and operational best practices.	Technology Services Leadership Team	<p>Reviewed and revised EFA (LOCAL) and EFB (LOCAL) policies, pending Board approval.</p> <p>Revised Acceptable Use Form for long-term subs to better support account processing (Elementary Gradebook, iTTCS, etc.) as needed.</p> <p>Revised the District technology Check Out form to align with recent legislation and revisions to PUR-03.</p>	<p>Revised Acceptable Use Agreements to address personal laptops on the NISD wireless network for all employees as well as Brandeis and Vale students.</p>	<p>In the process of revising Administrative Regulations TEC-01 (Acceptable Use), TEC-03 (Technology Standards), and TEC-04 (Acquisition of Technology) to support instructional and operational best practices.</p>	<p>Submitted finalized revisions to Administrative Regulations TEC-01 and Acceptable Use agreements for printing in the student and employee handbooks.</p>
<b>IV.4.2.</b> Develop and implement a new customer-driven process, including an online system, for the evaluation, acquisition, and	Technology Services Leadership Team	<p>Completed programming “framework” in support of the new on-line process.</p> <p>Collaborating with C&amp;I Leadership</p>	<p>Programming of new online system will resume next quarter.</p>	<p>Resumed programming of the R-Time (Request for Technology and Instructional Materials Evaluation) online system, in collaboration with C&amp;I.</p>	<p>Continued programming of the R-Time online system.</p> <p>Continued the weekly Software Review</p>

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installation of new hardware and software.		Team to expand the process to include INS-03 items; development work continues, seeking to contract programmer for final product.		Implemented a weekly Software Review Committee to improve and streamline the process of software acquisitions for campuses and departments.	Committee to improve and streamline the process of software acquisitions for campuses and departments.

◆ **Objective 5. Provide and sustain a secure, robust, reliable, and flexible infrastructure that ensures multi-directional accessibility, links fully equipped facilities, and supports current, new, and emerging technologies.**

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<b>IV.5.1.</b> Expand Parent Connection to include cafeteria data, online pre-payment for purchases, and current year discipline data.	Assistant Superintendent for Technology Services Executive Director of Information and Infrastructure Services Director of Information Services Director of Technology Acquisitions and Project Management	Collaborating with Child Nutrition and Business Departments to define requirements, determine procedural and financial needs, and test data transfer/processing for the online payment system proposed for cafeteria purchases;  Collaborating with Admin., C&I, and SchoolNet to add discipline data to Parent Connection.	Sent letters to parents at Clark, Locke Hill and Rawlinson to notify them of January 22 launch date of discipline data in Parent Connection; presented to Cabinet, NEIC, Board Academic Committee, and Instructional Directors.  Added links to Spanish-language educational websites for parents into Parent Connection.  Tested both checking account and credit card data transfers/account processing for online pre-payment system for cafeteria; system testing ongoing; Pilot with district staff to begin in late January/early February.	Collaborated with Business Department to launch April 8 pilot (six campuses) of online payment system through Parent Connection.  Concluded a successful pilot (three campuses) of student discipline data in Parent Connection ; will go live for all campuses in August 2008.  Added news items to Parent Connection as appropriate (Plan Ahead to Graduate On Time, Staph Infection Info, etc.)	Planned to have discipline data available for all parents at all schools in August; cafeteria online payments will be available for 30 schools in August with more to follow as the cafeteria point-of-sale system is rolled out in 2008-09.
<b>IV.5.2.</b> Collaborate with other departments to implement the Integrated Security Management System, which includes video surveillance, alarm monitoring, access control, and ID badging, for 15 middle schools and three special schools.	Executive Director of Information and Infrastructure Services	Completed system designs for first seven middle schools.  Camera system is in the “operational test” phase at Jones MS (all cameras live and being used by Administration); camera system deployment underway at Ross MS.  Installed additional cameras at Stevens HS.  ID badging station operational at Jones MS; produced staff and student ID cards during prep days.  Provided server specification changes to accommodate integration of higher	Met with MS and HS principals to provide information on video camera equipment upgrade.  Completed video camera system training for campus staff at Ross MS, Neff MS, Pease MS, Rayburn MS and Jordan MS; “operational test” phase underway at these campuses.  Scheduled video camera system training for staff at Luna MS.  Scheduled system design meetings with second middle school group (Zachry MS, Connnally MS, Stevenson MS, Rudder MS, Stinson MS, Hobby MS, and Rawlinson MS).	Reviewed installed cameras and video system performance with Ross MS, Neff MS, Pease MS, Rayburn MS, Jordan MS, and Luna MS.  Completed system designs for second middle school group (Zachry, Connnally, Stevenson, Rudder, Stinson, Hobby, Rawlinson).Cabling installation is underway.  Completed system designs for Vale MS, Jefferson MS, and Brandeis HS.  Received O’Connor HS’ inputs for additional cameras; completing design/cost review.	Worked to complete cabling, camera and access control installation for all the middle schools in phase II group (Zachry, Connnally, Stevenson, Rudder, Stinson, Hobby, Rawlinson), as well as Jefferson, Vale and Brandeis HS.  Planned coordinating camera system, badging station and access control training for Brandeis HS.  Planned badging station deployment and training for all middle schools.  Planned to schedule training for camera system operation and access control after school start for phase II group of middle schools, as well as Jefferson and Vale.

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		resolution video cameras into the camera system design guide.	Received HS campus inputs for additional cameras from Warren and Stevens; completing design/cost review.	Collaborated with Maintenance on design and build of “cart” to support MS’ badging stations; prototype being produced.	
<b>IV.5.3.</b> Deploy a wireless network to expand existing connectivity at all NISD campuses in order to support instructional and operational goals.	Director of Infrastructure Services	<p>Completed installation of wireless network at O’Connor HS, Esparza ES, Stevens HS, Marshall HS, Clark HS, Taft HS, Warren HS, and Jones MS.</p> <p>Installation underway at Jay HS, Ross MS, Pease MS, and Neff MS.</p>	<p>Completed installation of wireless network at Ross MS, Neff MS, Jay HS, NSAHS, Pease MS, Adams Hills ES, Holmes HS, Rayburn MS, Cable ES, Mead ES, Mary Hull ES, Glass ES, Meadow Village ES, Glenn ES, Lackland City ES, Valley Hi ES, Villareal ES.</p> <p>Installation underway at Jordan MS, Esparza ES, Passmore ES, Luna MS, Powell ES, Linton ES, Boone ES, Westwood Terrace ES, Knowlton ES</p> <p>Completed system upgrades on centralized wireless controllers.</p>	<p>Completed installation of wireless network at Esparza, Passmore, Jordan, Luna, Powell, Linton, Boone, Westwood Terrace, Knowlton, Burke, Leon Valley, Zachry, Coon, Michael, Connally, Cody, and McDermott.</p> <p>Schools in design: Fisher, Myers, Rudder, Glenoaks, Reddix, Stinson, Hatchett, Oak Hills, Hobby, Holmgreen, Timberwilde, and Rawlinson.</p> <p>Updated wireless certificates on laptops being used at several campuses.</p> <p>Reviewing and updating network traffic policies on the wireless controllers in order to provide security for internal resources.</p>	<p>Completed installation of wireless network at Stevenson, Fisher, Myers, Rudder, Glenoaks, Stinson, Reddix, Hatchett, Oak Hills, Hobby, Holmgreen, Rawlinson, Aue, Elrod, Jefferson, Blattman</p> <p>Schools in Design: Galm, Howsman, Driggers, Helotes, Thornton, Locke Hill, Brauchle, Brandeis, Colonies North, Vale, Fernandez, Braun Station, Leon Springs, Forester, NW Crossing, Evers, Scobee, May.</p> <p>Planned for software version upgrade of centralized wireless system.</p> <p>Designed and piloted (at HCHS) NISD WiFi portal, which provides wireless internet access for NISD staff’s personally owned laptops. District-wide implementation planned for staff use in Fall 2008, as well as student use at Vale MS and Brandeis HS.</p>
<b>IV.5.4.</b> Acquire and implement a district Data Warehouse.	Executive Director of Information and Infrastructure Services Director of Information Services Director of Infrastructure Services	<p>Identified analytic requirements through surveys and team discussions in an effort to identify data warehouse deliverables, and a “pilot” initiative.</p> <p>Initiative named “Integrated Data Access” (IDA) by the Team.</p> <p>Request for Proposal in final coordination stage.</p>	Released request for Proposal; proposal responses from vendors due January 18, 2008.	Reviewing Request for Proposal responses from vendors.	<p>Coordinated vendor demos and presentations of proposed solutions to NISD IDA (“Integrated Data Access”) Team.</p> <p>Began preparing Requests for Clarification for release to two vendor finalists.</p> <p>Collected and analyzed IDA Team members’ qualitative and quantitative evaluations of vendors’ demos and presentations, as well as proposals. This information will be included in final evaluation documentation.</p>

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<p><b>IV.5.5.</b> Continue procurement and implementation of district-standard and emerging hardware and software through efficient, user-friendly, and cost-effective processes. (e.g., campus technology life-cycle upgrades, tablet PCs, MP3 players, handheld computing devices)</p>	<p>Director of Technology Acquisitions and Project Management, Director of Infrastructure Services</p>	<p>Completed installation of all technology components (PCs, laptops, printers, phones, A/V equipment, network equipment, etc.) at the three new campuses.</p> <p>Completed Technology Bond Deployments at Glenn ES, Brauchle ES, Oak Hills ES, and Braun Station ES, including new computers and printers and repurposing over 400 computers.</p> <p>Coordinated ceiling-mounted projector installations in all classrooms at Jefferson, Driggers, and Aue.</p> <p>Researched, evaluated, and approved for district use:</p> <ul style="list-style-type: none"> <li>• USB wireless</li> <li>• Infrared (IR) digital slate</li> <li>• MP3 players</li> <li>• Digital voice recorders</li> </ul> <p>Supported the Purchasing Department's Request for Proposal process to acquire "Disposal of Electronic Equipment" services.</p>	<p>Completed Technology Bond Deployments at Galm ES and Helotes ES.</p> <p>Deployed 14 repurposed computers to Alternative HS for PLATO and classroom technology integration purposes.</p> <p>Redeployed two repurposed SmartBoards to Special Schools for classroom use.</p> <p>Assisted with installation of FuelGard system at Transportation Rhodes.</p> <p>Completed installation of upgraded Keyboard/Video/Mouse equipment in Data Center to enhance control of multiple computing devices.</p> <p>Staff completed technical training for application packaging to facilitate software installation/distribution process.</p> <p>Acquired "BeyondTrust" application, which will allow AD users to seamlessly run applications that require administrative privileges.</p> <p>Evaluating new PC TV tuner option to facilitate campus video distribution systems.</p> <p>Refining projector installation project processes; to begin on existing campuses this spring.</p>	<p>Completed Technology Bond Deployments at Thornton, Lackland, Esparza, Leon Springs and McDermott ES; Preparing for imminent deployments at Scobee, Fernandez, Elrod, NAMS-N, NAES, and Reddix.</p> <p>Completed Active Directory (AD) Deployments at Jones MS, Carson ES and Lewis ES.</p> <p>Completing Software Inventories / Audits, in conjunction with Technology Bond Deployments and Active Directory Migrations.</p> <p>Evaluated and approved a new TV Tuner box to support campus video distribution systems and improve reception/audio/video quality.</p> <p>Evaluated and recommended new options for tablet PCs, printers, laptops, and handhelds.</p> <p>Evaluated and recommended several models of MP3 players for use in the classroom; will incorporate teacher created lessons with iTunes and Discovery Network Streaming images and videos for sensory driven, hands-on, powerful 21<sup>st</sup>-century learning.</p> <p>Assisted Habilitation Program in acquiring \$30,000 of technology hardware. Assisted in the writing of a \$10,000 Team NEF Grant for South Texas Academy.</p> <p>Acquired final sign-off and approval for campus projector installations. Revising schedule for project installations to resume in May 2008.</p>	<p>Completed Technology Bond Deployments at Scobee, Fernandez, Elrod, NAMS-N, NAES, and Reddix.</p> <p>Began computer deployment process at all five new schools as well as new addition areas at existing schools</p> <p>Completed projector deployments at Michael ES, Adams Hill ES, Carlos Coon ES, and Vale MS.</p> <p>Added projectors to new additions at Raba ES, and Mary Hull ES.</p> <p>Began projector deployments at Brandeis HS, Forester ES, Carnahan ES, and Scarborough ES.</p> <p>Began completing Software Inventories / Audits, in conjunction with Technology Bond Deployments and AD Migrations.</p> <p>Completed AD Migrations at Excel, Holmes, BCHS, Locke Hill, Colonies North, Raba, and Health Careers.</p> <p>Coordinated planning meetings for Laptops for New Schools initiative, focusing on acquisition, distribution, and training needs.</p> <p>Participated in Region 20 iPod training and contributed to ongoing testing of best acquisition and implementation practices for NISD, in addition to planning for teaching and learning materials.</p> <p>Participated in Facilities New School Design Review for optimal inclusion of technology.</p> <p>Participated in demonstrations of two vendor systems for alternative solutions in video distribution.</p>

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<b>IV.5.6.</b> Develop and/or procure, implement, and support software solutions and system interfaces to meet instructional and operational needs. (e.g., N-Time student tracking and reporting, Print Shop orders, TPRI tracking and reporting, library EOY)	Technology Services Leadership Team	<p>Developed “Lunch Counts” to assist ES campuses with the collection of lunch information for the Cafeteria Manager.</p> <p>Created an online reporting system for ECT’s to pull student information for online textbook purposes.</p> <p>Performed parallel AP check printing tests—new MICR printing solution and current printing solution—to ensure accuracy and quality.</p> <p>Created an online system for the review and payment of Nextel cellular telephone bill charges.</p> <p>Implemented N-Time for CMC at all campuses. Piloted N-Time for Nurses at Summer School; pilot to continue with additional campuses.</p> <p>Converted Child Nutrition Meal Counts and Revenues program from Oracle to Lotus Notes.</p> <p>Modified TPRI/Tejas Lee collection system per new requirements.</p> <p>Implemented data capture of student movement to assist with capped campus tracking.</p> <p>Created a database for the Bilingual Department to track student-testing appointments.</p> <p>Created a database for HR to track applicant-testing appointments.</p>	<p>“Lunch Counts” online application available for all elementary campuses.</p> <p>Printing “live” Accounts Payable checks on the new MICR printing solution.</p> <p>Provided programming and access support for the online Strategic Planning survey and provided data results to C&amp;I.</p> <p>Created the New Teacher Survey and provided data results to HR.</p> <p>Collaborating with Clark HS to implement Online Course Requests for 9<sup>th</sup> graders as part of Spring registration processes</p> <p>Launched eFiles (remote access to home directory and shared files) for all AD Migrated campuses.</p>	<p>Provided programming for the Employee Self Serve application.</p> <p>Provided programming for the Librarian Online Data Collection application; piloted at 5 campuses.</p> <p>Developing an application to collect data for students that play tennis in order to allow the District to receive funding/ equipment from the US Tennis Association.</p> <p>Provided student data files to assist with the fitness assessment; will provide support for submittal of required information to TEA at the end of May 2008.</p> <p>Provided programming and onsite assistance with the Online Course Request process at 4 high schools and 6 middle schools.</p> <p>Developed an online application to track bus mileage for the Transportation department.</p> <p>Developed an online survey for Vale MS mascot voting.</p> <p>Provided programming for the Texas Educator Excellence Grant surveys.</p> <p>Provided programming for the new online Growth and Improvement Submission system.</p> <p>Developed a database and website for collection of campus information on lab locations for STEP summer school software installation, along with software licensing for STEP programs.</p>	<p>Provided programming and administrative assistance for Summer High School registration days.</p> <p>Provided programming support to collect Cooperating Teachers’ data.</p> <p>Collected and formatted data for the first Statewide Tools for Teaching Excellence (STTE) data submission.</p> <p>Collected and formatted data for the first Pathways data submission.</p> <p>Began developing an application that will allow for the review and approval of fuel usage costs.</p> <p>Developed an online survey for Scarborough ES mascot voting.</p> <p>Continued expansion of eFiles availability in conjunction with AD migration</p>
<b>IV.5.7.</b> Acquire and implement a new Business/HR Information System.	Executive Director of Information and Infrastructure Services Director of Information Services	Collaborated with the Business and Human Resources’ Departments to finalize requirements and publish a	Provided logistical support for six days of finalists’ vendor demos/presentations to Team members.	Conducted an on-site visit to Irving ISD to discuss their system implementation.	Obtained Board approval to negotiate/purchase the Tyler-Munis Business/HR system.

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		<p>Request for Proposal for a new Business/Human Resources Information Management System; proposal responses under review.</p>	<p>Led technical team members in follow-up conference calls and meetings with vendors.</p> <p>Went on site visit to Spring ISD to discuss their system implementation.</p> <p>Participated in two days of acquisition and implementation preparation/planning with GFOA consultants.</p>	<p>Participated in on-site visits from vendors to discuss responses to “discovery” questions/clarifications.</p> <p>Hosted webinars to support vendor demos/presentations to team members.</p> <p>Led technical team discussion and final evaluation of vendor proposals; participated in larger team discussion and final evaluation and scoring of vendor proposals.</p> <p>Assisted in developing the presentation for the joint meeting of the Business and Technology Committees.</p>	<p>Participated in negotiation and contract award process; specifically focused on support of final negotiations and review of contract terms for support call process, application and daily operational services, and disaster recovery services. Contract signed with Tyler-Munis; Statement of Work completed; some hardware and software beginning to arrive on site.</p> <p>Reviewed Tyler’s proposal for Enterprise Content Management System; promoted approval of this system to fill NISD’s electronic document management system requirements.</p> <p>Began collaborating with Tyler to finalize server specifications in support of the new systems; planning for equipment set-up and configuration in late August or early September 2008.</p> <p>Conducted Implementation Readiness Survey of key personnel by the Government Finance Officers Association (GFOA).</p> <p>Began development of Change Management website for communication and training purposes.</p>
<p><b>IV.5.8.</b> Continuously review, design, and implement infrastructure and network enhancements (security, management, redundancy) to meet instructional and operational needs (voice, video, and data).</p>	<p>Executive Director of Information and Infrastructure Services Director of Infrastructure Services</p>	<p>Released a Request for Proposal to acquire a new Internet filtering solution that can effectively filter Internet traffic within the District, as well as provide filtering for managed laptops from outside of the District.</p> <p>Continued to test and evaluate security updates and patches for workstations prior to deploying to workstations, laptops, and servers.</p> <p>Collaborated with district departments and campuses to implement and train</p>	<p>Provided support to Child Nutrition Department during continued rollout of WinSnap POS system; scheduled to continue through Spring.</p> <p>Completed Wide Area Network (WAN) equipment conversion at all District campuses and facilities except South Texas Academy.</p> <p>Continued storage area network performance and capacity planning for current and future District storage needs.</p>	<p>Continued storage area network performance and capacity planning for current and future District storage needs.</p> <p>Continued campus server consolidation project.</p> <p>Provided computer and phone installation/de-installation in support of on-going Bond construction projects.</p> <p>Continued to test and evaluate security updates and patches for workstations prior to deployment to workstations, laptops, and</p>	<p>Continued storage area network performance and capacity planning for current and future District storage needs.</p> <p>Continued campus server consolidation project.</p> <p>Provided computer and phone installation/de-installation in support of on-going Bond construction projects.</p> <p>Continued to test, evaluate, and deploy security updates and patches for workstations prior to deployment to</p>

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		<p>Webmasters on a stronger security policy for the district's main web server.</p> <p>Designed and installed infrastructure to support online delivery of eLearn courses.</p> <p>Collaborated with the Child Nutrition Department to begin rollout of WinSnap POS system at seven campuses; schedule for all campuses continues through spring 2008.</p> <p>Planned and executed upgrade to Kronos system with the Payroll Department.</p> <p>Completed Wide Area Network (WAN) equipment conversion at campuses and facilities.</p> <p>Worked with SAN vendor to re-architect SAN storage environment to mitigate performance problems and enhance long-term storage capacity for future District projects.</p> <p>Migrated 20 ES campuses to Active Directory network environment.</p> <p>Continued planned Groupwise upgrades and consolidation at 25 campuses, Cabinet, and Tech Services.</p> <p>Continued campus server consolidation project; retired over 20 campus file servers to date.</p> <p>Supported the removal and installation of all technology components for portables moved over the summer.</p> <p>Provided A/V and/or computer support for Convocations, NEF Banquet, New Teacher Academy, eCamp, and several HR job fairs.</p>	<p>consolidation; upgraded all Groupwise server post offices and cutover to new version of WebMail.</p> <p>Continued campus server consolidation project.</p> <p>Provided computer and phone installation/de-installation in support of ongoing Bond construction projects.</p> <p>Piloted isolated network solution for Digital Streaming Video systems that provide HS coaches the capability to share video footage of football games easier.</p> <p>Provided network/infrastructure support for re-cabling projects at several campuses.</p> <p>Collaborated with the Communications Department to install and configure server hardware to support ListServ and LeaderBoard upgrades.</p> <p>Placed Blackberry Enterprise Server into production.</p> <p>Acquired and installed new Internet filtering solution that will effectively filter Internet traffic (proxy avoidance, safe image search, etc.) within the District, as well as provide filtering for BCHS laptops and other District –owned laptops from outside of the District.</p> <p>Continued planning for implementation of separate filtering policies to better distinguish between staff and student Internet needs.</p> <p>Continued to test and evaluate security updates and patches for workstations prior to deployment to workstations, laptops, and servers District-wide.</p>	<p>servers District-wide.</p> <p>In the process of updating District computers at South Texas Academy with operating system patches, anti-virus, and Internet filtering.</p> <p>Reviewing and updating Internet filtering policies in order to implement distinct profiles and policies between staff, students, and guests.</p> <p>Preparing for a pilot of the Internet filter policies in conjunction with wireless authentication, which is linked to the network logins for both staff and secondary students.</p> <p>Preparing for District-wide security assessment of critical servers in order to effectively secure data accessible from outside the District.</p> <p>Worked with Community Education in providing a filtering policy that would better support their classroom needs.</p> <p>Reviewing network traffic policies on the NetEnforcer appliance that is designed to assist with network packet shaping and prioritization.</p> <p>Acquired and working on implementing ModSecurity (open source web application firewall) which will help implement and manage application layer security on District web servers.</p>	<p>workstations, laptops, and servers District-wide.</p> <p>Continued review and update of user, desktop, and software policies for campus and administrative areas as part of the Active Directory Migration project.</p> <p>Began piloting Internet filter policies in conjunction with wireless authentication, which is linked to the network logins for both staff and secondary students.</p> <p>Continued planning for implementation of ModSecurity (open source web application firewall) for application layer security on District web servers.</p> <p>Implemented “Beginning of the Year Technology Movement Plan” initiative designed to reduce response time for to instructional software installation requests driven by teacher classroom moves at the beginning of the year. Hosted 8 Webinars to communicate the initiative to campus-based personnel district-wide.</p> <p>Conducted root cause analysis, in partnership with Dell, to identify pervasive Battery/Video Card problem with Optiplex 745 CPUs (potentially affecting 3,000 NISD pc's). Continuing to coordinate resolution of issue with Dell.</p> <p>Initiated technology equipment collection and re-distribution for over 40 portables scheduled to relocate over the summer.</p> <p>Acquired and installed upgraded Blackberry Enterprise Server software and hardware (500 device capacity); associated acquisitions of Blackberry devices for various district personnel.</p>

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		<p>Provided computer and phone installation/de-installation in support of ongoing construction projects at Hobby MS, Ross MS, and Jay HS.</p> <p>Supported the infrastructure needed for implementation of Gradespeed (gradebook program) at all secondary campuses.</p> <p>Provided network/infrastructure support for re-cabling projects at several campuses.</p> <p>Completed UPS deployment in support of the WAN project at all NISD campuses.</p> <p>Completing maintenance and upgrade actions at all District Mac labs.</p> <p>Resolved McAfee conflict with power management policy at AD campuses.</p> <p>Placed new version of Webmail into production.</p> <p>Collaborated with the Transportation Department for the Transfinder upgrade.</p> <p>Completed installation of OpManager (new network management and monitoring product).</p> <p>Retired Excelsior/Pinnacle system; removal of Pinnacle servers at secondary campuses in progress.</p> <p>Collaborating with the Communications Department to purchase, install, and configure server hardware to support ListServ and LeaderBoard upgrades.</p> <p>Acquired Blackberry Enterprise Server software program; began</p>	<p>Preparing for District-wide security assessment of critical servers in order to effectively secure data accessible from outside the District.</p> <p>Acquired licenses for six staff members to “Gartner for IT Leaders”; provides access to research and best practices for strategizing, planning, executing, and managing the IT lifecycle.</p>		<p>Planned for adding additional Call Manager hardware in support of district growth.</p> <p>Assisted OSD with server capacity planning and load testing in support of 2008 Sexual Harassment course development.</p> <p>Upgraded server hardware hosting NISD Gradebook database.</p> <p>Moved or created 550 network and GroupWise accounts to-date in support of new staff hires and transfers.</p> <p>Continued to plan for expanded rollout of sFiles solution (alternative solution to NetStorage) at AD migrated campuses for secondary students.</p> <p>Began collaborating with C&amp;I to pilot initiative to provide textbook software resources for Secondary Math teachers from the Intranet (vs. individual pc installations).</p> <p>Brought Gradespeed Call-Out module online for limited use pilot (HCHS, Brandeis, Vale, and Alt HS) in the fall.</p> <p>Began collaborating with Student Services/Guidance and Counseling Department on the technical evaluation of the iKiosk terminal pilot at O’Connor HS, and the implementation plan for deploying these at all other high schools.</p> <p>Continued ongoing assistance to vendor of Alerton energy management system as they try to identify causes of performance issues occurring with their NISD implementation. Provided assistance to WebCtrl energy management system vendor as they plan for a system upgrade.</p>

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		<p>implementation.</p> <p>Completed McAfee 8.0 upgrades for the majority of District (except labs).</p> <p>Installed network access control log/audit capability for access to Athletic Department safes at Aquatics facilities.</p> <p>Collaborated with the Police Department to convert Code 3 dispatch program to a more efficient and compatible network communication protocol.</p> <p>Upgrading Region 20 Open Database Connectivity (ODBC) driver to new version.</p> <p>Completed deployment of Groupwise Instant Messaging solution to Cabinet and identified Department staff.</p> <p>Managed contracted services to inventory, classify, and store/destroy boxes of District student educational and Business/Human Resource records.</p>			<p>Supported ongoing testing and implementation planning for Psynch password synchronization product.</p> <p>Continued to work with vendor on IDsynch automated account provisioning product for possible implementation at NISD.</p>

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## V. COMMUNICATIONS PRIORITY OBJECTIVES

**PRIORITY:** *Maintain and improve a credible, comprehensive, two-way communication system to keep the Northside community connected while promoting the mission and goals of the district.*

◆ **Objective 1. Promote and strengthen community-focused relationships to enhance trust and foster support through strategic communication to improve district effectiveness.**

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<b>V.1.1.</b> Expand Friends of Northside network.	Exec. Dir. of Communications	Implemented new FON server and “friendlier” messages. Expected to be completed by end of October. Current subscription total is 2050.	Directed efforts at increasing membership.  Upgraded friendlier system and continued to promote through web and print.	Continued to utilize all advertising opportunities available, including the website, Lessons, INWeekly, and Principal Communicator.	Continued efforts to recruit new FON members.  Addressed infrastructure issues.
<b>V.1.2.</b> Assist with School Boundary Advisory Committee.	Exec. Dir. of Communications Asst. Dir. Of Communications	Continued to support the Division of Administration with materials, writing, public hearings, and subsequent postings on websites.	Assisted with four public hearings and assembling supportive documentation.  Disseminated proposals and subsequent approved zone information.	Published proposed and approved zones on web and Lessons in a timely manner.	Completed
<b>V.1.3.</b> Implement an E-Calendar that is dynamic.	Exec. Dir. of Communications Web Technologists	Implemented District Events Calendar with suggested improvements. Reminders sent out to departments and schools frequently.	Continued making improvements as necessary, e.g. “View all events this Day.”  District E-Calendar V.2 will completed by May 2008.	Completed, however ongoing maintenance of site is required.  Planned for Athletic Department to begin inputting varsity level events on the District Events Calendar starting with Fall 2008 games.	Completed  Planned outreach to encourage departments and schools to post events.
<b>V.1.4.</b> Lead new school dedications and other District special events.	Exec. Dir. of Communications Asst. Dir. Of Communications	Oversaw plans for dedications of Driggers, Jefferson and Aue.  Plans being made for the Groundbreaking of “Potranco West area” HS.	Began planning for two Educators of the Year Celebrations, high school groundbreaking, Recognition and Retirement Celebrations.  Planning on assisting with HS graduations.	Began planning for 5 new school dedications and 2008 Convocations.	Began planning for 5 new school dedications by meeting with the principals.  Continued planning for 2008 Convocations.
<b>V.1.5.</b> Provide timely status reports on Bond projects.	Exec. Dir. of Communications Asst. Superintendent for Facilities & Operations Asst. Superintendent for Technology Services Web Technologists	Made regular updates in Lessons (mailed in October 2007) and to the Bond website.  Continued interest by the media in our growth continues to keep our “growth” message alive in preparation for SchoolBond2010.	Printed Bond Update in Lessons and distributed.  Posted Bond Update as PDF on Lessons website.  Made monthly Bond Updates on web as directed by Facilities Dept.	Completed, however ongoing updates are required.  Printed Bond Update in Lessons and distributed to community members and employees.  Posted Bond Update on Lessons website.  Made monthly Bond Updates on web as directed by Facilities Department.	Provided ongoing updates to community via the website and most recent issue of LESSONS in May.
<b>V.1.6.</b> Establish an on-line “virtual” newsroom for reporters.	Exec. Dir. of Communications Communications Specialist Web Technologists	Completed the design and draft of content with the web development piece underway; awaiting installation of new server.	Planned for site will go live by Feb. 29, 2008.	Planned for online newsroom to be launched by the end of May 2008. Outreach to local media planned.	Completed  Sent information to area reporters.

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◆ **Objective 2. Provide timely, accurate communication to staff, students, and the general community in response to crisis situations affecting NISD.**

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V.2.1. Assist principals with their incident communication planning.	Exec. Dir. of Communications	Began developing a “checklist” document for principals to follow when handling the communication of an “incident.” It will not supplant crisis plans but address that most “incidents” at schools are not “crisis” events in the popular definition. This checklist will deal only with the communication with community, staff and others.	Completed Draft 1. Draft awaits review and approval by Administration Division.	Continued progress, which is in review and editing stage; to be completed summer 2008.	Continued progress, which is in the editing stage. Additional input from Administration Division is needed.
V.2.2. Outreach to media about crisis communications expectations, logistics, etc.	Exec. Dir. of Communications	Planned to visit with individual media outlets; no new outreach made yet, although daily communication with media strengthens our relationships.	Continued daily communication with media outlets.  Utilized the “breaking news” feature as necessary.  Conducted TV-live “phone interviews” to convey important information quickly.	Reviewed the “passwords” with area media that need to be authorized to give information.  Continued daily communication with reporters and producers to assure knowledge of expectations and operations while also continuing to keep the doors open.	Completed
V.2.3. Review web emergency notice procedures and 397-INFO procedures.	Exec. Dir. of Communications	Completed. Implemented at least once this year. Police like having a number to refer callers to where they can all hear the same information.	Completed and implemented.  Printed and distributed 2008 Crisis Plan to all campus and central office administration and posted online.	Completed.	Completed

◆ **Objective 3. Ensure that efficient, effective, and appropriate means of communication including print, video, audio, and web are used to communicate information about NISD.**

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V.3.1. Address web infrastructure needs and implement a more efficient system	Web Technologists	Planning in progress. Awaiting delivery of server before this can be implemented. Setting up a “development/testing” environment is crucial for improved web infrastructure.	Completed planning.  Installed server.  Currently performing final configuration.  Completed intranet survey; results being tabbed and recommendations/action plan forthcoming.	Development server in place and operational.  Intranet v.2008 in design now. Concept approved by Cabinet.	Intranet v2008 is in design now. Deployment is expected Fall 2008.
V.3.2. Write and publish Northside Style 2007.	Exec. Dir. of Communications Communications Specialist	Completed.  Published, distributed, and posted on web.	Completed.	Completed.	Completed

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<b>V.3.3.</b> Implement a video streaming server.	Web Technologists	Awaiting delivery of server before this implementation can occur.	Met with Technology Services on timeline and configuration of media server.	Set up server; building media player and setting up protocols for network delivery of videos.	Completed
<b>V.3.4.</b> Move NISD TV to new studio.	Exec. Dir. of Communications Media Specialists	Studio is under construction. Move is expected in December.	Completed studio, which is now operational. Staff has moved in.	Completed.	Completed
<b>V.3.4.</b> Rebuild LEADERBOARD to address issues and improvements	Web Technologists	Awaiting delivery of server before this implementation can occur.	Completed LEADERBOARD version 3 and will be implemented for the Feb. 2008 Board Meeting.	Completed.	Completed
<b>V.3.5.</b> Move to a new Web Server	Web Technologists	Completed Phase 1. Implemented in early October. Continue to Phase 2.	Installed server. Final configuration will happen in Feb. 2008. The move to new server will happen as code review is completed on individual pieces.	Continued ongoing code review (perhaps for next 6 months or longer).	Continued code review.

◆ **Objective 4. Collect and utilize qualitative and quantitative data in a scientific and systematic manner to evaluate the overall effectiveness of NISD.**

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<b>V.4.1.</b> Determine the need for NorthsideSPEAKS '08 (customer and staff satisfaction survey) and develop the budget, questions, and implementation schedule.	Superintendent Exec. Dir. of Communications	Implemented smaller scale to guide the Strategic Planning 2008-2013 process.	Completed.	Completed.	Completed

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## **VI. SCHOOL-BUSINESS-COMMUNITY-PARENT-PARTNERSHIPS PRIORITY**

***PRIORITY: Seek and engage businesses, community groups, parents, and schools to create winning partnerships in order to equip students with the knowledge and skills necessary to make positive lifelong personal, social, academic, and career choices.***

◆ **Objective 1. Standardize district systems for district-wide partnerships such as mentoring, volunteering, and parental involvement.**

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<b>VI.1.1.</b> Upgrade Northside Education Foundation website for more interactivity, with system for keeping it current and on-line donations.	Web Technologists, NISD Webmaster, & Asst. Dir. Partnerships	Met to discuss layout, design and functionality of the website. Design has been proposed and is in review.	NEF Website is current; on-line donation contract (Sporg) has been renewed, and plan is in effect to post all NEF official documents on the site including by-laws, annual audit & financial reports.	Continued to work with webmaster to post official documents.  Worked with webmaster to post event photo slide shows, on-line golf registration, and museum photo archive.	Posted official documents, NEF event slide shows and event on-line registration forms are on NEF website.
<b>VI.1.2.</b> Support activities of Gifted and Talented Enrichment Advisory Council including raising funds for a teachers' grant program as part of the Northside Education Foundation: GT "Ignite" Fund.	Gifted and Talented Coordinator	Hosted first fundraiser and deposited monies into Ignite fund.  Continued to work with the Council members on organizing another fundraiser.	Researched on-line auction as potential fund-raiser for GT Advisory/IGNITE Fund. Set planning meeting to pursue this option as a pilot for NISD web.	Hosted second fundraiser; results pending.  Placed iGniTe fund logo on NEF Walk/Run Benefit T-shirt.  Continued on-line auction research.	Scheduled fall 2008 Council fundraiser event in order to increase the iGniTe NEF account.  Scheduled August Council meeting to plan for the fall fundraiser.

◆ **Objective 2. Create, communicate, and execute standardized strategies for developing mutually beneficial relationships between businesses, schools, community groups, parents (i.e. shared management expertise).**

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<b>VI.2.1.</b> Increase production of "In Touch" newsletter for Northside School Museum volunteers and retirees as two-per-year instead of annually.	Partnerships Asst. Director	Completed Fall Newsletter.	Scheduled Spring edition "In Touch" newsletter for retirees with editor Rita Kay Driggers; includes invitation to April 11 Retiree Luncheon.  Opened Black History exhibit for Northside School Museum and arranged to install Oral History 24/7 interviews on flat screen TV donated by Museum Association.	Mailed Spring Newsletter to all retirees. A separate invitation to the retiree luncheon was mailed to all retirees and some former employees. Luncheon was held with more than 200 retirees in attendance.  Completed Black History exhibit with several classes touring the exhibit. Flat screen TV was delivered but does not meet specifications. Conducting search for new TV.	Completed
<b>VI.2.2.</b> Coordinate with Northside Education Foundation development of its five-year strategic plan effective 2008-2013.	Partnerships Director	Adopted the 2008-2013 NEF Strategic Plan (TEAM Northside: Scoring for Kids 2008-2013) after the Planning Retreat Strategic Plan Committee Meetings/discussion. Will be distributed at Annual Meeting.	Printed and distributed NEF Strategic Plan 2008-2013 with emphasis on Alumni Outreach, funding all eligible grants in the next 5 years.  Coordinated with Partnerships Study Group of NISD Strategic Plan to include NEF's Plan.	Completed NISD Strategic Planning process and included goals and objectives of NEF's plan so the two work in concert.	Completed

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- ◆ **Objective 3. Expand the model to all NISD campuses in which the school serves as a community school providing opportunities for lifelong learning, extended learning (before and after school), and enrichment activities for children as well as support services for families and other community members.**

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<b>VI.3.1.</b> Provide resources for parent and student outreach to reduce absenteeism and increase student performance and high school completion rate.	Compensatory Education Director	Distributed Title 1 District Parental Involvement Policy to every Title 1 Household during the first week of school.  Informed High School Students of options available to them to retrieve credits and participate in TAKS Tutoring through handouts, phone calls, and conferences.	Continued coordinating with campus Parental Involvement Chairpersons for Family Nights, parent needs assessments, and other workshops for parents.  Held Title I Advisory Council meeting which includes a parent from each Title I campus.  Increased collaboration between High School Counselors and Academic Support Teachers to inform students and parents of credit retrieval options to keep students on track to graduate.  Provided case management to SAPP/PRS students and their families; assisting to access resources to alleviate barriers to success.	Continued monitoring Family Services Association, FAST Program and CIS collaboration at John Jay, Anson Jones, and Cable.	Held Title 1 Advisory Council meeting.  Began planning with designated Title 1 campuses for a national 3-year evaluation study of the FAST program beginning in 2008-2009.  Informed High School Students and Parents of options available during the summer to retrieve credits and participate in TAKS tutoring through handouts, announcements, phone calls and conferences.  Continued to provide case management to SAPP/PRS students and their families, assisting them with resources to alleviate barriers to success.
<b>VI.3.2.</b> Expand access of OASIS Active Generations Project to additional elementary campuses promoting a healthy lifestyle for seniors and students in the after-school program.	After-School Program Coordinator	Trained Learning Tree Staff on appropriate physical activities to incorporate into the daily schedule of activities.	Incorporated appropriate physical activities into the daily schedule of the Learning Tree After School Program. OASIS staff continues to pursue grant funding to expand the OASIS Active Generations Program into additional Learning Tree After School Programs.	Will continue to incorporate physical activities into the daily schedule of the Learning Tree After School programs. Will attempt to support grant funding efforts for the OASIS Active Generations Program to expand the model into grant and tuition based after school programs.	Completed

- ◆ **Objective 4. Create an infrastructure for a district-wide system of communication for all partnerships to (a) use technology, (b) acquire input from business advisory, such as Chambers of Commerce, (c) create a volunteer liaison on every campus whose sole responsibility is partnership recruitment maintenance, (d) develop a database or knowledge base of volunteers' skills and areas of expertise, (e) develop vehicles for overcoming barriers to participation, (f) develop vehicles for sharing management expertise and (g) develop funding opportunities that provide tangible benefit Instructional Services to business partners.**

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<b>VI.4.1.</b> Expand bank of academic mentors to assist in providing enrichment during the school day to gifted and talented and high ability learners in elementary, middle, and high school.	Gifted and Talented Coordinator	Met with Jr. Achievement Program coordinator to plan this year's enrichment.  Increased the number of elementary schools participating from 2 to 4.	Coordinated a meeting of Jr. Achievement with 3 elementary schools for pullout enrichment.  Delayed beginnings of these pullout enrichment programs due to difficulty in finding business coordinators.	Completed elementary enrichment program with third grade students.  Continued enrichment program delays with two elementary schools due to lack of Jr. Achievement volunteers.	Completed state Jr. Achievement Programs Banks in America competition with 3 high school teams going to national competition. Continued planning with Jr. Achievement for the Academic Pull-out Enrichment Program for elementary schools that do not have a full-time GT/ Enrichment teacher.

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		<p>Increased the number of high schools involved with Jr. Achievement's banking competition.</p> <p>Collaborated with Sea World to discuss more effective ways to receive mentors for high school GT students.</p>	<p>Increased the number of high schools participating in the banking competition offered by Jr. Achievement to include all comprehensive high schools.</p> <p>Gathered one-year demographic data to measure effectiveness of initiative to increase diversity of GT population in NISD. Results show an increase in diversity of the GT population.</p>	<p>Embedded Jr. Achievement banking competition into GT high school Leadership course.</p> <p>Continued collaboration occurring with Jr. Achievement in preparing students for banking competition.</p>	<p>Continued using the list of businesses that are included as being in Partnership with NISD to build a more comprehensive Bank of Academic Mentors for the Independent Study Mentorship (ISM) Program.</p>

◆ **Objective 5. Develop mutually beneficial processes to provide collaborations between parents and schools, which promote student success.**

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<p><b>VI.5.1.</b> Conduct Fall and Spring Parent Institutes for Title III (immigrant) families to offer academic strategies to support student success and encourage students to remain in school; provide parental literacy activities to collaborate between School and Home to support school literacy programs, create a Parent Bilingual/English-as-a-Second-Language/Dual Language Advocacy Leadership Group to increase awareness of Title III programs and opportunities for students.</p>	<p>Bilingual/ESL Education Director Bilingual/ESL Education &amp; Family Specialist</p>	<p>Held Title III Parent Conference. Topics included:</p> <ul style="list-style-type: none"> <li>• Preparing Your Child for College</li> <li>• Family Literacy</li> <li>• Plaza Comunitaria</li> <li>• GT Programs in NISD</li> </ul>	<p>Conducted presentations to parent groups at Mead, Esparza, Burke, Villarreal and Passmore about TAKS, Helping Your Child with Homework, GT/SpEd and Parental Involvement.</p> <p>Collaborated with parents of at-risk immigrant students from Marshall, Clark, Holmes, Taft, and Jay H.S. and informed them of tutoring and other assistance available to attain academic success.</p> <p>Trained and provided information about ESL program to adults in Mandaean Parent Community.</p> <p>Held initial meeting to establish a Task Force in collaboration with Catholic Charities to implement an optimum educational program for refugee students in NISD.</p> <p>Reached out to parent ESL Classes at Wurzbach Manor and provided immigrant parents from Iran and Somalia with English Picture/Word Dictionaries.</p>	<p>Provided Parent Training Sessions at Mead, Esparza, Burke, Villarreal, and Passmore on topics of TAKS, Family Literacy, and Parental Involvement.</p> <p>Provided parents of immigrant students from HSs with district contacts to obtain information on higher education.</p> <p>Met with parents of new students in Student Placement Center. Provided Bilingual/ESL Program information.</p> <p>Trained and provided information to parents of Even Start on Bilingual/ESL and Dual Language Programs in NISD.</p> <p>Held final Task Force meeting, and completed and submitted Task Force recommendations.</p> <p>Attended Training (2008 Title III Management Institute) to increase awareness on Immigrant and Resettlement Student issues in Texas.</p>	<p>Completed</p>

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<b>VI.5.2.</b> Step up efforts in Partnerships office to help Communities in Schools and Big Brothers & Big Sisters recruit more mentors for Students.	Partnerships Asst. Director	Met with newly revised citywide mentoring groups.	Worked with San Antonio Mentoring to increase awareness of mentoring across City to help recruit more mentors for a variety of programs.  Received 2 statewide mentoring Gold awards and one Citywide mentoring award.  Co-hosted a recognition dinner with Valero Energy for 30 Valero mentors, students from 3 Northside schools, their parents, and their teachers.	Facilitated meeting between Fernandez and Colonies North elementary CITs and Mentor Coordinators to begin e-mentoring program. Colonies North is planning to recruit mentors from Valero Energy Corporation.  Invited Northside Mentor Coordinators to training conducted by Governor's Office.	Continued to attend San Antonio Mentoring Forum. Worked with Big Brothers Big Sisters to increase student participation in the summer so student – mentor matches will carry on to next school year.

◆ **Objective 6. Maximize partnerships between businesses, community Organizations, and schools to increase opportunities for students, which prepare them to enter the world of work (i.e. Smaller Learning Communities Model).**

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<b>VI.6.1.</b> Expand access to information on area labor market and support to attain careers in these areas for students participating in the Learning Tree After-School Program working with Alamo WorkSource Youth Services.	Adult & Community Education Director After-School Program Coordinator	Planned for meeting with Alamo WorkSource Youth Services staff and Learning Tree Program Specialists to discuss possible venues to share labor market information and career planning activities with students and their parents.	Continued planning with Alamo WorkSource Youth Services staff to incorporate work force and career planning objectives into the writing of proposals for future 21 <sup>st</sup> Century Community Learning Centers Grants.	Held meetings with the Director of Guidance and Counseling, the Director of Careers and Technology, and the Comprehensive Youth Development Program Director of Workforce Development for the George Gervin Youth Center, a subcontractor of the Alamo WorkSource. Activities to incorporate into the enrichment components of the Learning Tree programs are being developed and will be included in the grant proposal being written for another 21 <sup>st</sup> Century Community Learning Centers Grant. The grant, if awarded, will expand the LT After School Program into 4 additional elementary schools and 3 middle schools.	Completed

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## VII. FACILITIES PRIORITY OBJECTIVES

**PRIORITY:** Maintain and provide instructional and support facilities and transportation services for existing and growing student population in order to insure a maximum educational experience for all students.

◆ **Objective 1. Build an average of 120 classrooms per year, including appropriate support rooms, based upon projected enrollment.**

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<b>VII.1.1.</b> Monitor and complete construction for Carnahan, Forester, and Scarborough Elementary Schools, Robert Vale Middle School and Brandeis High School.	Asst. Superintendent for Facilities & Operations, Exec. Dir. for Construction & Engineering, Director of Facilities Construction	Stages of completion for following projects: <ul style="list-style-type: none"> <li>• Carnahan ES 34%</li> <li>• Forester ES 47%</li> <li>• Scarborough ES 12%</li> <li>• Vale MS 75%</li> <li>• Brandeis HS 80%</li> </ul> <p>Scheduled to open on time in August 2008.</p>	Stages of completion for following projects: <ul style="list-style-type: none"> <li>• Carnahan ES 54%</li> <li>• Forester ES 69%</li> <li>• Scarborough ES 37%</li> <li>• Vale MS 90%</li> <li>• Brandeis HS 85%</li> </ul> <p>Scheduled to open on time in August 2008.</p>	Stages of completion for following projects: <ul style="list-style-type: none"> <li>• Carnahan ES 76%</li> <li>• Forester ES 89%</li> <li>• Scarborough ES 66%</li> <li>• Vale MS 97%</li> <li>• Brandeis HS 99%</li> </ul> <p>Scheduled to open on time in August 2008.</p>	Stages of completion for following projects: <ul style="list-style-type: none"> <li>• Carnahan ES 95%</li> <li>• Forester ES 98%</li> <li>• Scarborough ES 95%</li> <li>• Vale MS - Complete</li> <li>• Brandeis HS - Complete</li> </ul> <p>Scheduled to open on time in August 2008.</p>
<b>VII.1.2.</b> Design and begin construction on two new elementary schools and one new middle school.	Asst. Superintendent for Facilities & Operations, Exec. Dir. for Construction & Engineering, Director of Facilities Construction	Completed design and awarded CM @ Risk contracts for: <ul style="list-style-type: none"> <li>• Leslie Road ES</li> <li>• Stevens Ranch ES</li> <li>• Kyle Seale MS</li> </ul> <p>Site Construction has begun for Kyle Seale MS.</p>	Stages of completion for following projects: <ul style="list-style-type: none"> <li>• Leslie Road ES 5%</li> <li>• Kyle Seale MS 6%</li> </ul> <p>The GMP for Stevens Ranch ES is due in late January.</p>	Stages of completion for following projects: <ul style="list-style-type: none"> <li>▪ Leslie Road ES 21%</li> <li>▪ Kyle Seale MS 16%</li> </ul> <p>Began construction of Stevens Ranch ES.</p>	Stages of completion for following projects: <ul style="list-style-type: none"> <li>▪ Kuentz ES (formerly Leslie Road ES) – 48%</li> <li>▪ Dr. Hector P. Garcia MS (formerly Kyle Seale MS) - 35%</li> <li>▪ Langley ES (formerly Stevens Ranch ES) – 17%</li> </ul>
<b>VII.1.3.</b> Design and begin construction on classroom additions at Ward Elementary School, Rayburn Middle School and Jay High School.	Asst. Superintendent for Facilities & Operations, Exec. Dir. for Construction & Engineering, Director of Facilities Construction	Completed concept designs for additions at Rayburn MS and Jay HS.  Conducted kick-off design meeting for Ward ES.	Completed schematic design for additions: <ul style="list-style-type: none"> <li>• Ward ES</li> <li>• Rayburn MS</li> <li>• Jay HS</li> </ul>	Completed designs for additions: <ul style="list-style-type: none"> <li>▪ Ward ES</li> <li>▪ Rayburn MS</li> <li>▪ Jay HS (selected CM@Risk)</li> </ul>	Awarded contracts and started construction for additions: <ul style="list-style-type: none"> <li>• Ward ES</li> <li>• Rayburn MS (CM @ Risk)</li> <li>• Jay HS (CM@Risk)</li> </ul>
<b>VII.1.4.</b> Design and begin construction on library additions and renovations at Cable Elementary School and Neff Middle School.	Asst. Superintendent for Facilities & Operations, Exec. Dir. for Construction & Engineering, Director of Facilities Construction	Appointed architects for both projects.	Conducted kick-off meetings for library additions and renovations: <ul style="list-style-type: none"> <li>• Cable ES</li> <li>• Neff MS</li> </ul>	Completed schematic designs for library additions and renovations: <ul style="list-style-type: none"> <li>▪ Cable ES</li> <li>▪ Neff MS</li> </ul>	Library additions and renovations currently out for bid: <ul style="list-style-type: none"> <li>• Cable ES</li> <li>• Neff MS</li> </ul>

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◆ **Objective 2. Design facilities to accommodate neighborhood needs with enrollment targets of 660 or 800 for Elem. schools, 1,150 to 1525 for middle schools and 2,800 for high schools.**

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<b>VII.2.1.</b> Update all design guides, room allocations and square footages for elementary, middle and high schools.	Deputy Supt. for Curriculum & Instruction, Asst. Superintendent for Facilities & Operations, Exec. Dir. of Construction & Engineering, Director of Construction	Continued to review design guides of Potranco West HS and the new elementary schools.	Continued updates to design guides through design of Potranco West HS, Kyle Seale MS and new elementary schools.	Continued updates to design guides through design of Potranco West HS, Kyle Seale MS, and new elementary schools.	Continued updates to design guides through design of Brennan HS, Dr. Hector P. Garcia MS, and new elementary schools.
<b>VII.2.2.</b> Identify boundary changes, additions, and new schools needed to keep campuses within the target enrollment.	Director of Resource Planning	Projection Series PJ0809 will be the basis of a complete review of needs.	Completed PJ0809 and build out plans for MSs and HSs updated. ESs updated through Bond 2010.	Drafted boundaries for "Alamo Ranch" ES, "Leslie Road" ES, and "Stevens Ranch #1" ES.	Drafted an option to provide long-term relief for Jay HS for Superintendent consideration. Projection series PJ0910 will be the basis for the next complete review of needs.
<b>VII.2.3.</b> Consider neighborhood needs during the school planning process, build community integrity, and clean feeders into the boundary planning.	Resource Planning Specialist	Adopted Brandeis HS boundary based upon clean feeders.  Proposed Carnahan, Forester, and Scarborough ES boundaries with respect to community integrity.	Adopted Carnahan, Forester & Scarborough boundaries with respect to community integrity.	Proposed boundaries for three 2009-10 ESs have been drafted with community integrity and clean feeders as goals. The adopted boundary for "Kyle Seale Pkwy area" MS also had these goals.	Reviewed the MS and HS build-out plans with community integrity and clean MS to HS feeders in mind. In addition to the three 2009-10 ESs, "Alamo Ranch" MS and Brennan HS will also go through the SBAC (School Boundary Advisory Committee) process stressing community integrity and feeders.
<b>VII.2.3.</b> Determine location of schools for future construction.	Asst. Superintendent for Facilities & Operations, Resource Planning Specialist	Projection Series PJ0809 will include updated district build-out plan listing future sites.	Completed and reviewed with the Facilities Department.	Reviewed with Facilities.	Reduced to a 13 HS build-out model and reviewed future MS sites with Facilities.

◆ **Objective 3. Continue to upgrade and maintain all facilities to District standards.**

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<b>VII.3.1.</b> Complete, publish and issue Facility Standards Design Guide updates.	Exec. Dir. of Construction & Engineering, Director of Engineering	Updated Design Guide standards as a result of departmental reviews from the Potranco West HS and elementary school projects.	Continued Facility Standards Design Guide updates resulting from reviews on Potranco West HS, Kyle Seale MS and new elementary schools.	Continued Facility Standards Design Guide updates resulting from reviews on Potranco West HS, Kyle Seale MS and new elementary schools.	Continued Facility Standards Design Guide updates resulting from reviews on Brennan HS, Dr. Hector P. Garcia MS and new elementary schools.
<b>VII.3.2.</b> Design and begin construction on major mechanical renovation projects at various schools including chiller replacements.	Exec. Dir. of Construction & Engineering, Director of Engineering	Appointed engineers for the air conditioning of the HS and MS gyms and associated chiller and mechanical upgrades.	Engineers completing designs for summer 2008: <ul style="list-style-type: none"> <li>• 5 HS Gym air conditioning</li> <li>• 7 MS Gym air conditioning</li> <li>• Dehumidification at 4 ES</li> <li>• Cooling tower replacement at Zachry MS</li> </ul>	Received bids and awarded contracts for summer 2008 HVAC projects: <ul style="list-style-type: none"> <li>• 5 HS Gym air conditioning</li> <li>• 7 MS Gym air conditioning</li> <li>• Dehumidification at 4 ES</li> <li>• Cooling tower replacement at Zachry MS</li> <li>• Cooler/Freezer at Marshall &amp; Clark HS's (bid only)</li> </ul>	Continued construction for summer 2008 HVAC projects with construction completion dates scheduled between August and November:: <ul style="list-style-type: none"> <li>• 5 HS Gym air conditioning (Phase 1)</li> <li>• 7 MS Gym air conditioning (Phase 1)</li> <li>• Dehumidification at 4 ES</li> <li>• Cooling tower replacement at Zachry MS</li> </ul>

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					<ul style="list-style-type: none"> <li>Cooler/Freezer at Marshall &amp; Clark HS's (bid only)</li> </ul> <p>Working on designs for the following Phase 2 projects for Gym A/C:</p> <ul style="list-style-type: none"> <li>3 HS Gym air conditioning (Phase 2)</li> <li>7 MS Gym air conditioning (Phase 2)</li> </ul>
<b>VII.3.3.</b> Design and begin construction on major mechanical renovation and addition at Taft High School.	Exec. Dir. of Construction & Engineering, Director of Engineering	No progress at this time.	No progress at this time.	Mechanical renovation delayed at this time.	Delayed mechanical renovation at this time to be staged and re-phased beginning in late 2008.
<b>VII.3.4.</b> Design and begin construction on roofing and waterproofing projects District-wide.	Exec. Dir. of Construction & Engineering	Began roof replacements at Leon Valley ES and Brauchle ES.  Began designing construction and roof replacements at Colonies North ES, Grissom Annex and Holmgreen.	Roof replacement under construction: <ul style="list-style-type: none"> <li>Leon Valley ES 75%</li> <li>Brauchle ES 80%</li> </ul> Roof replacement in design/bidding: <ul style="list-style-type: none"> <li>Aquatic Center (with solar panels)</li> <li>Colonies North ES</li> <li>Grissom Annex and IT Building</li> <li>Holmgreen</li> <li>O'Connor HS Gym</li> <li>Glenoaks ES</li> </ul>	Roof replacement under construction: <ul style="list-style-type: none"> <li>Leon Valley ES 95%</li> <li>Brauchle ES 95%</li> <li>Aquatic Center (with solar panels) 50%</li> <li>Colonies North ES 0%</li> <li>Grissom Annex and IT Building 0%</li> <li>Holmgreen 0%</li> </ul> Roof replacement in design/bidding: <ul style="list-style-type: none"> <li>O'Connor HS Gym</li> <li>Glenoaks ES</li> </ul>	Roof replacement under construction: <ul style="list-style-type: none"> <li>Leon Valley ES – complete</li> <li>Brauchle ES – complete</li> <li>Aquatic Center (with solar panels) 75%</li> <li>Colonies North ES 60%</li> <li>HR and IT Bldg. 85%</li> <li>Holmgreen 65%</li> <li>O'Connor HS Gym 35%</li> <li>Glenoaks ES 40%</li> </ul>

**Objective 4. Continue to increase core number of classrooms in order to reduce portables and floating teachers on campus.**

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<b>VII.4.1.</b> Publicize efficient facility utilization (room conservation) to campuses and departments.	Resource Planning Specialist	Completed the elementary and secondary room reports.  Reiterated the need for room conservation in the published capacity memo/report for MS and HS.	Published the Opening Day Room Form to departments and requested review of rooms and program needs for 2008-09.	Published ES, MS, and HS Room Reports to campuses and sent a reminder to Department Heads and Principals to conserve rooms.	Published the 5-YR Room Form to departments and requested review of rooms and program needs thru 2013-14.
<b>VII.4.2.</b> Monitor and evaluate proposed new room use via the Program Impact Analysis process.	Resource Planning Specialist	No Program Impact Analysis is pending at this time.	No Program Impact Analysis is pending at this time.	Completed a Program Impact Analysis for an Autism Spectrum Unit at Marshall HS per request of SpEd.	Completed a Program Impact Analysis for a Science Lab at Brauchle; lab was not approved.

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<b>VII.4.3.</b> Allocate classrooms and portables based on projected enrollment and campus capacity.	Resource Planning Specialist	Completed 2007-08 opening day portable and CR allocations successfully.	Completed preliminary 2008-09 Portable allocations and reviewed by Facilities.	Published the 2008-09 Portable Allocations to all ESs, MSs and HSs.	Updated the 2008-09 Portable placement for Steubing and May ES due to changes in staffing from Super-Early call-in registrations.
<b>VII.4.4.</b> Review plans for additions and new schools to maximize the number of general classrooms.	Resource Planning Specialist	Completed plan for new schools, such as the schematic for Alamo Ranch MS and a review of the renovation done at Jones MS.	Reviewed plans for Vale MS, Alamo Ranch MS, and schematic for the Rayburn MS addition.  Requested plans for "Laurel Mountain Ranch" ES from Facilities.	Reviewed plans for "Laurel Mountain Ranch" ES.  Coordinated the future renovation sizes of Pease MS and Rayburn MS.	Attended a meeting with Facilities to review the Science Lab renovations for Clark and Holmes HSs.

◆ **Objective 5. Establish staffing ratios and operating budgets to maintain all facilities.**

MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
<b>VII.5.1.</b> Staff and open new maintenance satellite sub-station.	Asst. Superintendent for Facilities & Operations, Director of Maintenance	Appointed a satellite sub-station manager and is in the process of setting up the site at the old north transportation site.	Purchased portable office building and moved on site. In process of remodeling existing facilities to accommodate functions.	Continued remodeling at existing on-site facilities. Fire hydrant installation underway.	Continued remodeling at existing on-site facilities 60% complete. Fire hydrant installation 90% complete.

◆ **Objective 6. Secure personnel and purchase new buses annually to meet student growth and by 2008 have a program in effect to retire 15-year-old vehicles.**

MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
<b>VII.6.1.</b> Conduct mini-job fairs year round to obtain new driving staff for all four stations.	Director of Transportation	Hired potential drivers.  Continued to use Winacolor in conjunction with the station specific fairs.	Continued to use Winacolor as main source for hiring along with placing banner buses in strategic locations. Recruitment goals are being met.	Scheduled a Mini-fair for South & Culebra station and for North & Rhodes station. An additional job fair will be based on participation in the initial fairs.	Conducted a two-day job fair and received 124 potential job applicants. In addition, planned for the Rhodes/North station to host a mini job-fair.
<b>VII.6.2.</b> Purchase new buses.	Director of Transportation	Submitted Bid proposal for full size and special needs buses.	Received 25 of 41 buses ordered. The 25 buses are being utilized on routes and the remaining 16 are scheduled to arrive in February.	Purchased 31 International diesel buses. Of the 31 buses, 19 will be large 71 passenger buses and 12 will be special needs. Of the 12 buses special needs buses, 8 will have lifts and 4 will not have lifts.	Received 16 new Propane buses. Buses will be utilized at the start of 2008-09 school year.
<b>VII.6.3.</b> Expand the cycle of buses to 19 years.	Director of Transportation	Maintained and planned for use of 19-year-old buses.  Planned to reduce the life cycle of buses from 19 years, to 17 years, and back to a 15-year life cycle.	Continued using 19-year old buses, only as sub-line buses. These buses will continue to be used until the propane buses arrive in.	Currently under the 19 year life cycle of a bus. The average will be reduced for the incoming buses.	Continued review of bus fleet for the start of school, keeping in mind the five new schools.

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## VIII. BUDGET AND FINANCE PRIORITY OBJECTIVES

*PRIORITY: Pursue funding and resource options that will provide an equitable and quality education for all students while ensuring fiscal responsibility and accomplishing the mission and goals of the District.*

◆ **Objective 1. Communicate with and educate all stakeholders regarding the financial system of public education, as well as the fiscal responsibility of the District.**

MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
<b>VIII.1.1.</b> Increase understanding of financial area topics with administrators.	Deputy Superintendent, Business & Financial Services and Directors	Attended Principals' meetings.	Attended Principals' meetings.	Attended Principals' meetings.	Attended Principals' meetings.
<b>VIII.1.2.</b> Continue to address financial priorities with NCN, PTA and neighborhood associations.	Deputy Superintendent, Business & Financial Services	Attended NCN meeting on September 26, 2007.	Ongoing process	Ongoing process	Ongoing process
<b>VIII.1.3.</b> Continue to provide business office procedure training to all bookkeepers, sponsors, and administrators.	Director, Budget Director, Internal Audit	Held the Business Academy workshop with 149 attendees and offered 15 different workshops.  Held Activity Fund class.	Held a new bookkeeper training class.  Held a training class for all high school vice principals and the AIM training class.	Held Activity Funds and Sales Tax classes in the February and April QUAD sessions.  Held a training class for all middle school principals.  Held the following training sessions for administrative and bookkeeping staff: <ul style="list-style-type: none"> <li>• Bookkeeper</li> <li>• Online Bookkeeper</li> <li>• Growth &amp; Improvement for budget development</li> <li>• Electronic Budget Submission</li> </ul>	Held Automated Supplemental Pay Training for Summer School Principal and Bookkeeper.  Held Summer School Cashier/Registration at O'Connor High School.  Prepared location and equipment for Business Academy for Bookkeepers in August at Warren HS.  Continued to provide On-Demand bookkeeper training.

◆ **Objective 2. Maximize influential and effective communication with federal, state, local, and private sectors on all issues regarding the District.**

MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
<b>VIII.2.1.</b> Communicate current legislative issues to all NISD employees and constituents.	Deputy Superintendent, Business & Financial Services	Ongoing process	Ongoing process	Ongoing process	Ongoing process
<b>VIII.2.2.</b> Continue to disseminate voter information for local, state, and national initiatives that have an effect on NISD goals and objectives.	Deputy Superintendent, Business & Financial Services	Ongoing process	Ongoing process	Ongoing process	Ongoing process
<b>VIII.2.3.</b> Actively represent NISD Child Nutrition Program interests at federal, state, and local levels.	Director, Asst. Director of Child Nutrition Finance, Dietician	Planned to attend Director's Academy, and focus groups in relation to nutrition policy. Distributed letter to Texas Department of Agriculture regarding future of a la carte menu items.	Attended the November Central Texas Food Service Retreat with Ag Commissioner. Met with State Representative to discuss Child Nutrition Program.	Attended Director's Academy and will be attending the State TASN conference on nutrition policy. Attended industry conference and leadership conference at Region 20.	Attended State TASN (Texas Association for School nutrition) conference.

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<b>VIII.2.4.</b> Encourage stockholder's participation regarding District's undertakings at all government levels.	Director of Special Revenue Director of Grants & Recognitions	Held joint meetings of Special Revenue and Grants & Recognitions Departments to ensure expenditure compliance with federal, state, local, and private funding agencies.  Met to review and plan for federal and state Medicaid changes on August 30 with Special Education and Business Office staff, coordinated by Director of Special Revenue.  Held presentations at district meetings to advise staff of grant opportunities.	Held joint meetings of Special Revenue and Grants & Recognitions Departments to ensure expenditure compliance with federal, state, local, and private funding agencies.  Encouraged stakeholder participation regarding district's undertakings at all government levels by conducting presentations at district meetings to advise staff of grant opportunities.	Held joint meetings of Special Revenue and Grants & Recognitions Departments to ensure expenditure compliance with federal, state, local, and private funding agencies.  Met to review and plan for federal and state Medicaid changes 29 with Special Education and Business Office staff.  Encouraged stakeholder participation regarding district's undertakings at all government levels by conducting presentations at district meetings to advise staff of grant opportunities.	Encouraged stakeholder participation regarding district's undertakings at all government levels by conducting presentations at district meetings to advise staff of grant opportunities.  Met to review and plan for federal and state Medicaid changes with Special Education and Business Office staff.

◆ **Objective 3. Seek ways to accommodate a growing student population through maximizing funding in grants and federal/state entitlements.**

MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
<b>VIII.3.1.</b> Promote legislation to increase state funding.	Deputy Superintendent, Business & Financial Services	Ongoing process	Ongoing process	Ongoing process	Ongoing process
<b>VIII.3.2.</b> Continue to participate in public hearings and promote changes to TEA rules that positively affect state funding.	Deputy Superintendent, Business & Financial Services	Ongoing process	Attended legislative committee meetings.	Ongoing process; Met with TEA Deputy Commissioner on proposed EDA Rules and shared areas of concern.	Ongoing process
<b>VIII.3.3.</b> Pursue additional Commodity Revenue.	Asst. Director, Child Nutrition Finance, Dietician	Reviewed October Reimbursement by TDA and adjusted if needed.	Adjustments for October reimbursable meals will be made by TDA.	Sought additional commodity money to be given throughout this year and the following year.	Continued to monitor commodity revenue.
<b>VIII.3.4.</b> Continue to maximize entitlement utilization through monthly meetings and collaboration with NCLB program managers, Grants & Recognitions, Special Revenue and others.	Director, Special Revenue	Coordinated and facilitated N.C.L.B. meeting and agenda to ensure maximum coordination and utilization of federal N.C.L.B. funds.	Coordinated and facilitated NCLB meeting and agenda to ensure maximum coordination and utilization of federal NCLB funds.	Coordinated and facilitated NCLB meeting and agenda to ensure maximum coordination and utilization of federal NCLB funds.	Coordinated and facilitated NCLB meeting and agenda to ensure maximum coordination and utilization of federal NCLB funds.
<b>VIII.3.5.</b> Continue collaborative efforts between Grants & Recognitions and Special Revenue to update the District's Grant Manual and provide periodic training for grant program coordinators and their bookkeepers.	Director, Grants & Recognitions Director, Special Revenue	Held joint meetings of Special Revenue and Grants & Recognitions Departments to ensure expenditure compliance with federal, state, local, and private funding agencies.  Worked on the Grant Management Manual update.	Held joint meetings of Special Revenue and Grants & Recognitions Departments to ensure expenditure compliance with federal, state, local and private funding agencies.  Updated the Grant Management Manual and provided a training class.	Held joint meetings of Special Revenue and Grants & Recognitions Departments to ensure expenditure compliance with federal, state, local and private funding agencies.  Ongoing. Updated the Grant Management Manual and held a training class.	Encouraged stakeholder participation regarding district's undertakings at all government levels by conducting presentations at district meetings to advise staff of grant opportunities.

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MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
					Held joint meetings of Special Revenue and Grants & Recognitions Departments to ensure expenditure compliance with federal, state, local and private funding agencies.  Ongoing. Updated the Grant Management Manual and held a training class.
<b>VIII.3.6.</b> Continue on-going meetings with Special Education and Business Office staff to maximize utilization of IDEA-B entitlements.	Director, Special Revenue	Coordinated and facilitated IDEA-B staffing review meeting with Special Ed, Human Resources, Business Office and Technology staff. Scheduled follow-up meeting.	Coordinated and facilitated IDEA-B staffing review meeting with Special Ed., Human Resources, Business Office and Technology staff.	Held on-going meetings of Special Ed and Business Office staff to review and analyze IDEA-B staffing and funding.	Held on-going meetings of Special Ed and Business Office staff to review and analyze IDEA-B staffing and funding.
<b>VIII.3.7.</b> Continue on-going meetings with Special Education, Technology Services and Business Office staff to develop and implement efficiencies for Medicaid claim submission and revenue enhancements.	Director, Special Revenue	Met with Speech Therapist pilot group and T.A.S.B. to discuss web-based Medicaid claiming program revisions and implementation plan.  Conducted Random Moment Time Study training sessions for Medicaid claiming.	Met with Special Education staff to identify additional Medicaid eligible students receiving services to increase awareness and maximize revenue.  Coordinated and facilitated the development of an on-line Random Moment Time Study Training with Sp. Ed. and Staff Development.	Implemented new on-line Random Moment Time Study Training module for Medicaid claiming.  Trained first group of 60 Speech Therapists on T.A.S.B., a web-based Medicaid SHARS claiming program.	Trained remaining Speech Therapists on T.A.S.B., a web-based Medicaid SHARS (School Health and Related Services) claiming program.
<b>VIII.3.8.</b> Seek appropriate input and information from entitlement program staff, public/private school representatives, and members of the public, to facilitate the implementation of the No Child Left Behind (NCLB) Consolidated Application.	Director, Special Revenue Director, Grants and Recognitions	Ongoing. NCLB program staff continuously communicates with private school representatives and community members regarding the implementation of the NCLB grant.  Coordinated the district's second Nonpublic Expo. Invited all nonpublic schools located in the district boundaries participating in the No Child Left Behind (NCLB) funds to attend.	Ongoing. NCLB program staff continuously communicates with private nonpublic school representatives and community members regarding the implementation of the NCLB grant.  The Grants and Recognitions Department and the Compensatory Education Department are coordinating the 2008-2009 NCLB Nonpublic Participation meeting that will be held in early May.	Ongoing. NCLB program staff continuously communicates with private nonpublic school representatives and community members regarding the implementation of the NCLB grant.  The Grants and Recognitions Department and the Compensatory Education Department are coordinating the 2008-2009 NCLB Nonpublic Participation meeting that will be held in early May.	Ongoing. NCLB program staff continuously communicates with private nonpublic school representatives and community members regarding the implementation of the NCLB grant.  Coordinated and held two 2008-2009 NCLB Nonpublic Participation meetings for the Grants and Recognitions Department and the Compensatory Ed. Department. Consultation is still ongoing.
<b>VIII.3.9.</b> Continue to prepare and submit the district's No Child Left Behind (NCLB) Consolidated Application, amendments, and compliance reports in accordance with Texas Education Agency and federal requirements.	Director, Grants and Recognitions	Submitted the No Child Left Behind (NCLB) Consolidated Application.  Submitted six compliance reports for NCLB programs. The Gun Free Schools Report was also submitted.	Reviewed the NCLB consolidated application to determine if amendments are necessary.  Continued to monitor the NCLB programs to ensure compliance with all applicable regulations.	Reviewed the NCLB consolidated application to determine if amendments are necessary.  Continued to monitor the NCLB programs to ensure compliance with all applicable regulations.  Planned to begin preparing the 2008-2009 NCLB application that will be submitted in June 2008.	Submitted the 2008-2009 NCLB consolidated application on June 19.

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<b>VIII.3.10.</b> Continue to submit programmatic reports and amendments for grant-funded programs.	Director, Grants and Recognitions Grants Project Manager	Submitted over 128 reports/amendments: <ul style="list-style-type: none"> <li>Highly Qualified (06-07), 98 schools</li> <li>NCLB Compliance Report</li> <li>21st Century Annual Report (cycle 3)</li> <li>FLAP Grant Closeout Report</li> <li>PEP Grant Annual Report</li> <li>Investment Capital Reports (Timberwilde and Zachry)</li> <li>21st Century Summer Report (3 cycles)</li> <li>ARI/AMI Report; OEYP Report</li> <li>Texas Educator Excellence Grants</li> <li>Transition to Teaching</li> </ul>	Submitted over 119 reports/amendments: <ul style="list-style-type: none"> <li>Highly Qualified Focused Data Analysis and Continuous Improvement Plans</li> <li>Highly Qualified Surveys</li> <li>Highly Qualified Survey Update</li> <li>Professional Development for Art Educators Report (SEFA) Final Report</li> <li>Great Grant Semi-Annual Report</li> <li>Vertical Team Alignment Amendment</li> <li>TEEG Cycle II</li> <li>COSA Arts Grant Report</li> </ul> Reports to be submitted: <ul style="list-style-type: none"> <li>Texas Educator Excellence Grant Data Uploads</li> <li>McKinney (TEXSHEP) Grant Amendment</li> <li>Texas Fitness Now Report</li> <li>T2T Grant Amendment/Extension</li> <li>Vertical Team Grant Closeout Report</li> </ul>	Submitted 12 reports/amendments: <ul style="list-style-type: none"> <li>Tobacco Compliance Grant</li> <li>Texas Fitness Now Grant</li> <li>Great Grant</li> <li>21<sup>st</sup> Century Grant (Cycle 1)</li> <li>21<sup>st</sup> Century Grant (Cycle 2)</li> <li>21<sup>st</sup> Century Grant (Cycle 4)</li> <li>EL Civics Grant Amendment</li> <li>TANF Amendment</li> <li>McKinney (TEXSHEP) Grant Amendment – 4 schools</li> <li>Transition to Teaching No Cost Extension</li> <li>Carol M. White PEP grant No Cost Extension</li> <li>Career and Technology Education Amendment</li> </ul>	Submitted reports/amendments: <ul style="list-style-type: none"> <li>Highly Qualified Report Amendments for FY 07/08</li> <li>Carol M. White PEP grant No Cost Extension</li> <li>Texas Fitness Now</li> <li>21<sup>st</sup> Century Grant (Cycle 1)</li> <li>21<sup>st</sup> Century Grant (Cycle 2)</li> <li>21<sup>st</sup> Century Grant (Cycle 4)</li> <li>El Civics and TANF Grant Submission</li> <li>Transition to Teaching Annual Performance Report</li> <li>Texas High School Completion and Success Grant – Final Reports for Holmes and Jay HS</li> <li>City of San Antonio – After School Grant Amendment</li> <li>2007-2008 NCLB Amendment</li> <li>2007-2008 OEYP Amendment</li> <li>Tobacco Compliance Rpt.</li> </ul>
<b>VIII.3.11.</b> Continue to offer periodic training sessions for grant program coordinators, their bookkeepers and NEF Team Grant Recipients on grant management and compliance issues based on the district's Grant Management Manual.	Director, Grants and Recognitions Grants Project Manager	Ongoing	Updated the Grant Management Manual and provided a training class for five participants.	Updated the Grant Management Manual and provided a training class for five participants.  Scheduled a training for 2008-2009 Team grant.	Provided TEAM Grant Management training on May 5 <sup>th</sup> for 25 participants.  Continued ongoing updating of Grant Management Manual.
<b>VIII.3.12.</b> Continue to seek and apply for grants that support district and campus Initiatives.	Director, Grants and Recognitions Grants & Recognitions Staff	Continued to publish and distribute the monthly Grant Opportunities Bulletin.  Submitted over 47 grant applications; Grants Submitted: <ul style="list-style-type: none"> <li>Texas Educator Excellence (Cycle 2)</li> <li>Investment Capital Fund (cycle 17)</li> <li>Callaghan Road Building Application</li> </ul>	Continued to publish and distribute the monthly Grant Opportunities Bulletin  Submitted over 11 grant applications Grants Submitted: <ul style="list-style-type: none"> <li>Gang Resistance Education and Training (GREAT)</li> <li>HEB Teacher Excellence</li> <li>Laura Bush Foundation</li> <li>Dominion Rotary Club</li> <li>NEF Innovation</li> </ul>	Continued to publish and distribute the monthly Grant Opportunities Bulletin  Submitted over 23 grant applications; Grants Submitted: <ul style="list-style-type: none"> <li>Go Girls Go– Rayburn MS</li> <li>Go Girls Go–Learning Tree Program</li> <li>District Awards for Teacher Excellence (DATE)</li> <li>21<sup>st</sup> Century Community Learning</li> </ul>	Continued to publish and distribute the monthly Grant Opportunities Bulletin  Submitted over 23 grant applications; Grants Submitted: <ul style="list-style-type: none"> <li>2008-2009 NCLB Application</li> <li>2008-2009 IDEA-B Deaf Application</li> <li>2008-2009 IDEA-B Formula Application</li> <li>DATE grant</li> </ul>

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		<ul style="list-style-type: none"> <li>• Texas Fitness Now</li> <li>• Vertical Team Alignment</li> <li>• I Have a Dream Foundation</li> <li>• Best Buy</li> <li>• Target Local Store</li> <li>• Smaller Learning Communities</li> <li>• Tobacco Compliance</li> <li>• Great Grant</li> <li>• Teaching American History</li> <li>• ARI/AMI</li> <li>• Readiness and Emergency Management (in partnership with Region 20)</li> <li>• BROAD Concept Paper (in partnership with UTSA)</li> <li>• Career and Technology</li> <li>• NCLB</li> <li>• High Cost Funds</li> <li>• Transition to Teaching</li> <li>• Texas Exemplar</li> </ul>	<ul style="list-style-type: none"> <li>• Gordon Hartman Family Foundation (for the Deaf Dance troupe)</li> <li>• Teacher Quality Program for four science grants in partnership with Our Lady of the Lake University</li> <li>• San Antonio Area Foundation (in support of the Learning Tree Program)</li> <li>• Callaghan Road Building Community Questionnaire</li> </ul> <p>Negotiated eight Texas Educator Excellence Grants.</p> <p>Negotiated Investment Capital Fund grants.</p>	<p>Centers Continuation (Cycle 2, year 5)</p> <ul style="list-style-type: none"> <li>• 21<sup>st</sup> Century Community Learning Centers Continuation (Cycle 4, year 3)</li> <li>• Smaller Learning Communities</li> <li>• Texas Clean School Bus</li> <li>• Barbara Bush Family Literacy Foundation</li> <li>• Ford Salute to Education</li> <li>• Early Reading First Pre-Application</li> <li>• City of San Antonio Human Development Services Fund</li> <li>• Optional Extended Year Program</li> <li>• Lowes</li> <li>• Hewlett Packard</li> <li>• Career and Technology</li> <li>• Wachovia (for Project Leap)</li> <li>• Texas History Preservation for the NISD Museum (Letter of Intent)</li> </ul> <p>Letters of Support for Grants Submitted by Other Agencies to Support NISD (nine submitted):</p> <ul style="list-style-type: none"> <li>• Our Lady of the Lake University (math and science initiatives)</li> <li>• University of the Incarnate Word (math and science initiatives)</li> <li>• Communities in Schools St Mary's University (math and science initiatives)</li> </ul> <p>Additional Support submitted:</p> <ul style="list-style-type: none"> <li>• Six district nominees for the San Antonio Mayoral Award</li> <li>• Application for the Trinity Prize for Excellence in Education</li> <li>• Application for the Texas Foreign Language Teacher of the Year</li> <li>• Facilitated Educator of the Year Grant process and provided staff support at the two ceremonies.</li> </ul>	<ul style="list-style-type: none"> <li>• GEEG Cycle 3 continuation application – Jones MS</li> <li>• Orsinger Foundation (Deaf Dance)</li> <li>• Brackenridge Foundation (Deaf Dance)</li> <li>• TEA Science Laboratory Grant Program (Clark and Holmes)</li> <li>• 21<sup>st</sup> Century Community Learning Centers Application (Cycle 5, Year 1)</li> <li>• Exxon Mobil Educational Alliance Grants (10 schools- Aue, Blattman, Esparza, Evers, Glenoaks, Hatchett, Helotes, Locke Hill, Nichols &amp; Passmore)</li> <li>• Tobacco Compliance</li> <li>• Texas Educator Excellence Grants (Cycle 3) (Holmes, Passmore, Cable, Powell, Linton, Neff, Adams Hill)</li> <li>• Target Grants (10)</li> <li>• Dollar General Grants</li> <li>• TEA Dropout Recovery Pilot Program</li> <li>• Quizdom Grant (Clark)</li> <li>• McCarthy Dressman Grant (Carnahan)</li> <li>• Braitmayer Grant (Carnahan)</li> <li>• Big Lots Grant (Meyers)</li> </ul> <p>Letters of Support for Grants Submitted by Other Agencies to Support NISD (two submitted):</p> <ul style="list-style-type: none"> <li>• School Leadership Personnel Grant (UTSA)</li> <li>• Strengthening Youth Mentoring through Community Partnerships (UTSA, NEISD and Big Brothers Big Sisters)</li> </ul> <p>Additional Support submitted:</p> <ul style="list-style-type: none"> <li>• McKinney Vento</li> </ul>

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MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
				<ul style="list-style-type: none"> <li>Application to the Texas Association of Public and Liability Fund for their Teacher of the Year</li> <li>Application to the Ford Salute to Education Recognition Award</li> </ul>	<ul style="list-style-type: none"> <li>Community Wide Initiative with Region 20 for High Scope</li> </ul>
<b>VIII.3.13.</b> Continue to support the Northside Education Foundation grants process.	Director, Grants and Recognitions Grants & Recognitions Staff	<p>Provided staff support at the NEF Gala and for the NEF 5K.</p> <p>Conducted NEF Grant Writing Training Sessions.</p> <p>Publicized the NEF grant application process in the Principal's Bulletin.</p> <p>Prepared and organized applications for reviewing and scoring.</p> <p>Facilitated the NEF Grant Review Committee and review process.</p> <p>Maintained the NEF On-Line Applications.</p> <p>Provided technical assistance and individualized technical writing assistance to NEF applicants.</p>	<p>Provided staff support at the NEF Annual Meeting and for the NEF 5K Run.</p> <p>Conducted NEF Grant Writing Training sessions.</p> <p>Publicized the NEF grant application process in the Principal's Bulletin.</p> <p>Prepared and organized applications for reviewing and scoring.</p> <p>Facilitated the NEF Grant Review Committee and review process.</p> <p>Maintained the NEF On-Line Applications.</p> <p>Provided technical assistance and individualized technical writing assistance to NEF applicants.</p> <p>Worked with the Communications Department to revamp the NEF On-line application process and the database. Converted it to a new system and ran the pilot.</p>	<p>Conducted a NEF Grant Writing Training.</p> <p>Publicized the NEF grant application and the Innovator of the Year process in the Principals' Bulletin.</p> <p>Prepared and organized applications for reviewing and scoring (Team and Mini grants).</p> <p>Facilitated the NEF (Team and Mini) Grant Review Committee and review process.</p> <p>Maintained the NEF On-Line Applications.</p> <p>Provided technical assistance and individualized technical writing assistance to NEF applicants.</p>	<p>Provided TEAM Grant Management training for 25 participants.</p> <p>Conducted a Target Grant Writing &amp; Technical Training.</p> <p>Provided technical assistance and individualized technical writing assistance for a variety of grants.</p> <p>Conducted Grant Writing Trainings at Christian Evers, Clark, and Steubing.</p> <p>Participated in the Prize Patrol.</p> <p>Planned to participate on the Banquet planning committee.</p> <p>Began revising all NEF grant forms.</p>

◆ **Objective 4. Streamline day-to-day operations through effective use of technology and automation to be more efficient and fiscally responsible.**

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<b>VIII.4.1.</b> Pursue additional efficiencies and utilize new and emerging technologies.	Deputy Superintendent, Business & Financial Services	Currently in assessment stage for on-line payment system.	Preparing implementation of on-line payment system.	Launched the on-line payment pilot. Pilot statistics will be gathered to determine future implementation strategies.	<p>Developed and implemented an Employee Self Service system where employees can submit address, payroll direct deposit, and W4 changes on line.</p> <p>Completed the transition to the use of a MICR printer for all finance checks.</p>

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2007-2008 Activities  
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MAJOR ACTIVITY	PERSON(S) RESPONSIBLE	PROGRESS REPORT 1 (NOV. 6, 2007)	PROGRESS REPORT 2 (JAN. 15, 2008)	PROGRESS REPORT 3 (APR. 15, 2008)	PROGRESS REPORT 4 (JUL. 11, 2008)
					Began evaluating the current substitute and employee attendance management system (SEMs) and alternative products to determine best systems available. On-line pilot completed. Expansion recommendations for fall 2008. Program modifications for reporting purposes are scheduled for August completion.
<b>VIII.4.2.</b> Collaborate with Technology Services and assess changing technology needs.	Deputy Superintendent, Business & Financial Services Assistant Superintendent & Directors, Budget and Finance	Concentrating exclusively on VIII.4.3 to achieve this activity.	Concentrating exclusively on VIII.4.3 to achieve this activity.	Integrating SQL Server 2005 as a database server solution to centralize and streamline business-related data processes (ODBC to Region 20, Reusable stored queries, reporting, etc.).  Implementing SQL Server 2005 Reporting Services as an enterprise-class publishing and ad-hoc reporting solution (Growth and Improvement, Check Register, Financial Updates, Time & Effort).	Attended vendor presentations and evaluation meetings. Participating in the vendor selection for the new Data Warehouse System.
<b>VIII.4.3.</b> Prepare and evaluate Request for Proposals for new Business/Human Resources Information System.	Deputy Superintendent, Business Assistant Superintendent, Finance Directors, Business	Received three proposals, which are currently being reviewed (collaboration with HR and Technology Services).  Established timelines for “next steps” in the selection process.	Prepared visit to school districts using software under evaluation.	Completed evaluation of vendors. Preparing recommendation for April 22 Board of Trustees meeting to negotiate and finalize a contract with the top-ranked vendor.	Began finalizing contract negotiation; Statement of Work almost complete. Executive Leadership Team is meeting every week to move the project forward.
<b>VIII.4.4.</b> Continue Web-based Point of Sale System for schools.	Director, Asst. Director of Child Nutrition Finance, and Technology department	Deployed Point of Sale to campuses based on the deployment schedule.	Postponed Point of Sale pending January 25 <sup>th</sup> meeting.	Point of Sale is on hold pending contract approval.	Planned for the Point of Sale to resume in August with the opening of the 5 new schools.
<b>VIII.4.5.</b> Pursue options for Online Prepayment System/Parent meal information for all district cafeterias.	Director, Asst. Director of Child Nutrition Finance, and Technology department	Worked with vendor and ITS to run a pilot program.	Pilot program is in place and further work on the project continues.	Ordered online Prepayment Pilot Program with 6 schools. Scheduled to deploy the first week of April.	Continued use of Prepayment Pilot Program by six schools.
<b>VIII.4.6.</b> Explore child nutrition marketing strategies for Middle Schools.	Director, Child Nutrition Assistant Director, Child Nutrition, Finance	Currently in the Planning stages.	All High Schools have signage.  Middle & Elementary also have temporary signage in place.	Ordered menu themes as well as marketing kits for next year to correspond with Northside Nic.	Placed marketing strategies on hold until new director is hired.

◆ **Objective 5. Continue to aggressively pursue investment options and innovative debt management opportunities.**

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<b>VIII.5.1.</b> Evaluate investment practices and recommend changes to achieve effective return on District’s investments.	Deputy Superintendent, Business & Financial Services Assistant Superintendent, Budget and Finance	Reviewed, internally, practices on a weekly basis and quarterly with at least one broker.	Reviewed, internally, practices on a weekly basis and quarterly with at least one broker.	Presented to Board Finance Committee as part of the annual review required by Board policy.	Reviewed, internally, practices on a weekly basis and quarterly with at least one broker.

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<b>VIII.5.2.</b> Evaluate district investment firms and recommend changes of member firms based on performance and value to the District.	Deputy Superintendent, Business & Financial Services Assistant Superintendent, Budget and Finance	Planned to meet with brokers quarterly. Based on performance of current team and level of interest from other firms, no changes to current team are recommended.	Completed.	Completed.	Completed.
<b>VIII.5.3.</b> Evaluate debt management practices and recommend changes to minimize the cost of borrowing, maximize state aid, and manage the tax rate.	Deputy Superintendent, Business & Financial Services Assistant Superintendent, Budget and Finance	Developed debt management plan for 2007-08 and reviewed with Finance Committee.	Preparing for annual meeting with financial advisor and bond counsel to prepare detail plan of financing considering current market conditions.	Completed plan for issuance of fixed rate new money and refunding bonds consistent with debt management plan for reducing the cost of borrowing and maintaining the tax rate. Order authorizing the issuance of bonds was approved by the Board.	Completed.
<b>VIII.5.4.</b> Evaluate district underwriting member firms and recommend changes of member firms based on performance and the value they bring to the District.	Deputy Superintendent, Business & Financial Services Assistant Superintendent, Budget and Finance	Interviewed and reviewed recommendations by potential new members to our underwriting team. Recommendation presented to Finance Committee.	Evaluated underwriters' interest and added value ideas for upcoming bond sales.	Completed.	Completed.

◆ **Objective 6. Monitor and anticipate changes in state funding and the general economy in order to plan for the effective fiscal management of the District.**

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<b>VIII.6.1.</b> Continue relationships with legislators to ensure NISD has input on all school legislative issues.	Deputy Superintendent, Business & Financial Services	Ongoing process.	Ongoing process.	Ongoing process.	Ongoing process.
<b>VIII.6.2.</b> Maintain a five-year forecast.	Assistant Superintendent, Budget and Finance	Completed forecast for 2007-08 and beyond. Made changes based on periodic review of assumptions and budget considerations.	Preparing revision for 2007-08 forecast and beyond. Made changes based on periodic review of assumptions and budget considerations.	Completed 2007-08 budget forecast pending outcome of final budget amendment.	Completed.
<b>VIII.6.3.</b> Review and recommend budget amendments based on anticipated changes in economic factors.	Assistant Superintendent, Budget and Finance	Presented Budget Amendment #1 to Finance Committee for Board approval.	Compiling data for Budget Amendment #2 for presentation to Finance Committee and Board approval.	Completed base budget review. Preparing final budget amendment. Budget status and review communicated to Board in its March 11 and April 8 budget review sessions.	Completed.