



**2009-2010**

**Campus Improvement Plan**

**EANES INDEPENDENT SCHOOL DISTRICT  
WESTLAKE HIGH SCHOOL**

**2009-2010 Campus Improvement Plan**

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# Westlake High School Campus Improvement Plan 2009-2010 Summary Sheet

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**Westlake High Campus Mission Statement:** Westlake High School is a community of learners committed to quality student-centered education experiences with an emphasis on developing lifelong learners and responsible global citizens.

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**Westlake High School Campus Goals for 2009-2010:**

**Campus Goal:**

**1. Improve academic achievement and student performance.**

Objectives: Continue to improve achievement for all students and all subpopulations in reading/language arts, math, science and social studies in order to remain an exemplary campus. Improve percentage of commended scores by 4% in each reporting area. Identify, provide, and maintain services for students with special needs, using rigor, relevance, and relationships as guiding principles. Implement Professional Learning Communities that will provide a structure for staff development opportunities that are relevant in promoting 21<sup>st</sup> Century Skills. Provide more opportunities for students to earn college credit through new innovative courses and increased enrollment in Advanced Placement courses.

**Campus Goal:**

**2. Provide a safe learning environment on campus and online.**

Objectives: Exhibit a positive, safe and secure environment conducive to teaching and learning. Involve campus and community in safety and security policy and enforcement. Improve student attendance by monitoring and problem solving for success. Train all staff in safety and confidentiality practices. Educate staff and students so that they are aware of risks and dangers associated with technology use in order to enable them to make responsible decisions.

**Campus Goal:**

**3. Cultivate a culture of positive communication and teamwork.**

Objectives: Build positive relationships between faculty, staff, students, parents, and community by encouraging effective communication and teamwork. Encourage students, parents, and staff members' participation in decision-making processes. Maintain a community that fosters student goal setting, responsibility and success. Involve students in co/extracurricular activities and public services.

**Campus Goal:**

**4. Learning opportunities that prepare students for the future and inspire them to realize their highest educational potential.**

Objectives: Engage students and reinforce knowledge and skills for future education and work in the global economy. Improve writing and communication skills that encompass multiple modes, including foreign language skills. Increase student opportunities to engage in relevant work in the community (mentorships and community service). Increase opportunities for students to demonstrate innovative thinking, creativity, and other 21st century skills. Identify online courses that provide students with dual credit opportunities not offered through Advanced Placement.

**Westlake High School  
Campus Improvement Plan  
2009-2010  
Narrative Sheet**

1. **Improve academic achievement and student performance:** Professional Learning Communities will provide staff opportunities that will promote 21<sup>st</sup> Century Skills. This goal aligns with district goal of improved academic achievement. Among the objectives for accomplishing this goal are ensuring that our students master the Texas Essential Knowledge and Skills and demonstrate their mastery on the TAKS test so that we remain an exemplary campus. As a result of the students' performance on the 2008-2009 TAKS assessment and benchmark assessments, the campus-wide focus on improving writing in both the short answer (primary) and essay formats will continue through this school year. In addition, we are committed to increasing the percentage of students achieving commended status on each of the tests to at least 20% in all tested areas with a minimum of a 4% increase in each of those areas. Provide more opportunities for students to earn college credit through new innovative courses and dual credit options. Increase enrollment in Advanced Placement courses and the number of 3, 4, & 5 scores earned on Advanced Placement exams. Finally, we will show continual improvement of; curriculum documents, delivery of instruction, campus atmosphere, and interaction among programs, particularly those providing services for students with special needs.

Westlake High School, 2009 – 2010

2. **Provide a safe learning environment:** Our goal is to provide a safe learning environment on campus and to reach into the community for support in this endeavor. A positive, safe and secure environment is conducive to teaching and learning. This objective guides disciplinary actions, safety programs and security services. Successful implementation of campus monitoring and safety action plans is exhibited through community training and drills. Monitoring of campus is also apparent in a consistent, improved attendance rate of 98%. We strive for continual improvement through safety assessments and problem-solving teamwork, as well as, by seeking the school district's support.
  
3. **Cultivate a culture of positive communication and teamwork:** Our first objective in relation to this goal is to improve communication among faculty, staff, students, parents and the community. Through consistent communication, students will receive the strongest delivery of the academic curriculum and be encouraged to take part in enriching experiences both at school and in the community. Another objective for this goal is to include student, parent and staff participation in the decision-making processes; therefore, ownership and responsibility are developed. Evidence of achieving these goals is student involvement in co/extracurricular activities, committees, and public service endeavors. Currently, we have a highly involved student body, so our objective is to maintain the current environment. In addition, we are developing civic duty and support of community by recognizing student contributions through a variety of programs. This goal objectively measured through the percentage of students receiving recognition both from the school, community, state and nation for their efforts. The subjective measurement is the positive campus climate of the Westlake High School team.
  
4. **Learning opportunities that prepare students for the future and inspire them to realize their highest educational potential:** During the 2008-2009 school year Westlake High School entered into a global partnership with the Bugil Academy in South Korea. The objective of this partnership is to provide collaborative opportunities for our students and faculty to enhance his/her global prospective. Additionally, the addition of new foreign language courses, such as, Chinese IV will be essential in providing a global foundation for our students.

## Vision Statement

The educational community at Westlake High School provides a 21<sup>st</sup> Century learning environment which:

- Inspires excellence
- Encourages creativity and adaptability
- Promotes innovation through intelligent risk-taking and learning from mistakes (trial and error)
- Honors interdependence, connections, and cooperation
- Instills global awareness, social responsibility, and wise decision making

Vision: To equip the “top 100%” of WHS Students with 21st Century Skills

Quadrant D emphasis across the curriculum

21st Century Skills at Westlake High School:

### Rigor

Critical Thinking/ Problem Solving  
Creativity & Innovation  
Communication & Information

### Relevance

Global Awareness  
Financial, Econ., Bus. & Entrepreneurship, Literacy  
Civic Literacy  
Health & Wellness Awareness

### Relationships

Leadership  
Ethics  
Accountability  
Adaptability  
Collaboration  
Personal Productivity  
Personal Responsibility  
People Skills  
Self-direction  
Social Responsibility

Westlake High School, 2009 – 2010

Tasks:

- Identify training needed utilizing Professional Learning Community time.
- Identify, visit schools already utilizing 21<sup>st</sup> Century Skills (cohort of High Achieving Schools)
- Communicate our vision to others

Campus Goal 1: Continually improve academic achievement and student performance.

- Objective 1: Improve student performance on TAKS so that we remain an exemplary campus.
- Objective 2: Improve percentage of commended scores by 4% in each reporting area, as well as increase the percentage of students who are determined to be college-ready on a locally developed definition that exceeds the state definition.
- Objective 3: Provide continued staff development to meet campus goals through Professional Learning Communities.
- Objective 4: Identify and provide services for students with special needs both inside and outside of the school day.
  - a. Continue to Implement 504 program
  - b. Continue to Implement the ESL program
  - c. Continue to Implement the GT program
  - d. Continue to Implement Special Education program
  - e. Continue to support the Learning Lab, offering tutorials for all students, as well as credit recovery opportunities through the Odyssey program.
- Objective 5: Provide more opportunities for students to earn college credit through new innovative courses and increased enrollment in Advanced Placement courses.

**Action Plans:**

1. Improve student performance on TAKS to remain an exemplary campus.

Action Steps	Persons Responsible	Resources Needed	Source	Timeline	Formative Evaluation
Provide TAKS overview and analysis of scores to determine focus areas and groups for instructional emphasis. Use Eduphoria’s data tool, Aware for gathering and disaggregating testing data.	Associate Principal, Department Chairs, All Staff	2009 TAKS results	Campus Budget, TEA	August-October, 2009	Focus areas to address with all staff and establish strategies
Continue curriculum revision and alignment process based on data from TAKS tests and benchmark tests	Department Chairs, Associate Principal	District in-service, dept meeting opportunities	Campus Budget	Ongoing	TAKS objectives integrated and aligned
Participate in district vertical alignment efforts	Department Representatives	Time, location and training	C&I Dept.	Ongoing	Aligned K-12 curriculum.
Distribute student data for those not passing to all teachers involved and study guides to students	Associate Principal	2009 TAKS results	TEA, District	September/October 2009	Teachers plan and address student needs
Tutor target students/groups unsuccessful on TAKS	Administration, Teachers	TAKS results, TAKS guides, remediation strategies	Teachers, TEA	Ongoing	Tutoring, emphasis on targeted students in classroom instruction

Westlake High School, 2009 – 2010

Benchmark students in the areas of Math and Science to provide vital data for student monitoring.	Associate Principal & Department Chairs	Locally developed assessment.	PLC Time	December 2009	Focus areas to address with all staff and establish strategies
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2. Improve percent of commended scores by 4% in each reporting area, with 20% being the minimum.

Action Steps	Persons Responsible	Resources Needed	Source	Timeline	Formative Evaluation
Analyze all TEKS/TAKS objectives in 9 <sup>th</sup> , 10 <sup>th</sup> , and 11 <sup>th</sup> grade subject area courses	Core Academic Departments	Objectives and released tests	TEA scores, analysis charts	Ongoing	Analysis reveals areas for “commended” focus
Consult other schools for strategies used to improve percentage of commended performances. (Lake Travis HS, Highland Park HS, & Dripping Springs HS)	Associate Principal, Department Chairs	Contact information	Consulted Schools, Principal Consortium	September 2009	Proven strategies identified and plan for implementation in place
Continue consortium with Palo Alto HS, Highland Park HS, Westside HS, and New Trier HS.	Principal	Budget	Consulted Schools, Principal Consortium	Ongoing	Annual meeting with consortium schools.
Continue to revise course outlines to include higher-order thinking and greater depth and complexity; TAKS strategies	All Faculty	TEKS, TAKS Staff development	Departments	Ongoing	PDAS evaluations, walkthroughs, and written documentation
Continue development of annual plans to incorporate target areas for commended performance.	Principal, Associate Principal	TEKS, TAKS obj. Subject area material, TAKS scoring info.	TEA	Ongoing	Instruction reflects commended level performance, PDAS
Integrate commended level scoring and performance assessment where appropriate in all classes, particularly short answer format	Teachers, Dept. Chairs, Administration, monitor through PDAS	TEKS, TAKS obj. Subject area material TAKS scoring info.	TEA	Testing and PDAS timelines	Assessment reflects commended level performance, PDAS
Emphasize TAKS review during second semester, weekly practice materials	All teachers of each core subject tested	TAKS release tests and format info.	TEA	Spring 2010	Material is reviewed for each grade level
Provide tutoring/update sessions through current department tutoring program to support the Learning Lab.	All Faculty	Schedule and TAKS information	TEA	Spring 2010	Student improvement on practice materials
Provide TAKS training for short answer format	Department Chairs	TAKS, LA Publications	TEA	Ongoing	Higher scores on short answer section of ELA test.

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3. Provide continued staff development to meet campus goals through Professional Learning Communities.

<b>Action Steps</b>	<b>Persons Responsible</b>	<b>Resources Needed</b>	<b>Source</b>	<b>Timeline</b>	<b>Formative Evaluation</b>
Provide Staff Development in Differentiated Instruction and Collaborative Team training	Special Education Department Chair	Training Sessions and materials, teacher conferences, coaching	Professional Learning Communities	August 2009, Ongoing	Increased evidence of differentiation and collaboration within the classroom
Provide opportunities for ongoing staff development during school day.	Staff Development Committee, Principals, Presenters	District funds Campus/Dept Funds	Professional Learning Communities	Ongoing	Survey of teachers on an ongoing basis
Provide Staff Development with opportunity for District and Campus Technology Workshops utilizing Atomic Learning and PD 360.	Associate Principal, ITP	District workshops Teacher choice/trade days	Professional Learning Communities	Ongoing	Use of technology during instruction and assessment
Provide Core Area Departments with Common PLC Period.	Associate Principal	PLC Period	PLC Period	August 2009	Department/Content Area Meeting Minutes
Develop PLC Goals that Provide Structure for Professional Development Activities.	Associate Principal	PLC Period	Professional Learning Communities	August 2009	Established PLC Goals and Structure.
Identify and establish Instructional Partners in all core areas.	Principal, Associate Principal	PLC Period, Core Area Coordinators	Instructional Partner Periods	August 2009	Established Instructional Partners.

4. Identify and provide services for students with special needs.

a. Continue to implement 504 programs

<b>Action Steps</b>	<b>Persons Responsible</b>	<b>Resources Needed</b>	<b>Source</b>	<b>Timeline</b>	<b>Formative Evaluation</b>
Supervise 504 admission and implementation of modifications, including providing testing services in the Testing Center	Coordinator for Student Support	Modification Sheet per student	504 Program Records	Ongoing	Modifications being performed, increased success
Monitor Progress Reports and Six Weeks grades and adjust 504 modifications as needed, review annually	Coordinator for Student Support	Copy of Reports	Data Specialist	Every 3 Weeks	Interventions being performed to increase success
Provide non-standard administration of SAT/ACT program which allows extended time	Coordinator for Student Support	Program	504 Program Records	Ongoing	Increased student scores
Update parents, provide effective communication each semester	Coordinator for Student Support	Letter Mailings	WHS Budget	Ongoing	Parents are aware of specifics of program

b. Continue to implement the ESL program.

Action Steps	Persons Responsible	Resources Needed	Source	Timeline	Formative Evaluation
Continue Implementation of Course Syllabi	ESL Teacher	Course level materials, ESL materials	Department	Ongoing	Students successful in language program
Continue Instruction through ESL support materials	ESL Teacher	ESL Support Mat. Rosetta Stone software	Department	Ongoing	Student progress monitored
Continue Instruction in Reading Strategies and Vocabulary	ESL Teacher	History and Science Texts, TAKS vocab.	Students	Ongoing	Increased success in core academic courses
Continue LPAC process	LPAC Committee	Student Assessment Data	Cynthia Smith	Ongoing	Students correctly placed and progressing

c. Continue to implement the GT program

Action Steps	Persons Responsible	Resources Needed	Source	Timeline	Formative Evaluation
Cluster identified students in GT or AP classes at their request	Counselors	List of GT students and master schedule	None	August 2009	Run schedule and check GT list against schedules
Support teachers in their efforts to differentiate instruction/curriculum through ongoing training	Department and staff trainers and GT Coordinator	Articles, books, training time	Library, staff development and dept. time	Ongoing	Discussion of articles/material at dept and faculty meeting
Test students with parental request and permission	GT Coordinator	Testing supplies Torrance, GATES, OLSAT	District	Sept 2009-May 2010	Test Students
Continue training and updates for GT certification	All certified staff	Speakers	Central office	May/June 2010	Teachers GT certified

d. Continue to implement Special Education program

Action Steps	Persons Responsible	Resources Needed	Source	Timeline	Formative Evaluation
Continue service delivery through resource and collaborative settings with same teacher for level and subject	Department Chairs, Teachers	Master schedule for collaboration	IEP's	Ongoing	Student success in collaborative or resource classrooms
Continue academic support through Testing Center services	Special Education Folder Teachers	Teaching unit and location	WHS budget, IEP's	Ongoing	Meeting IEP's and improving success.
Continue behavioral support through FOCUS	All Staff	Focus Staff, procedures, training	District	Ongoing	Meeting IEP's and improving success

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Continue support of student needs through ASK program	ASK Staff	ASK staff, community resources	District, agencies from community	Ongoing	Meeting IEP's and improving success rate
Continue support of student needs for 19+ students with off-campus program	19+ Staff	Community resources, Staff	District, agencies from community	Ongoing	Meeting IEP's and increase independence
Maintain procedures related to special education compliance requirements	ARD Facilitator, Folder Teacher	Legal training	District budget, Region XIII	Ongoing	Students continue progress through appropriate placement
Develop and implement a plan that delineates roles and responsibilities of ARD committee members.	ARD Facilitator, Folder Teacher	ARD procedures, meetings, trainings	Dept meeting times	Fall 2009	Students demonstrate adequate yearly progress.
Develop and implement anniversary ARD system	ARD facilitator	Training, Parent Info	Dept Meetings	Ongoing	Anniversary ARDs held
Monitor student progress and communicate with parents and community	Folder Teacher, ARD Committee, Instruct. Facilitator	TAKS scores, progress reports, grades, Behavioral support	School Records	Ongoing	Students demonstrate steady progress
Plan for transition with freshmen through seniors	Folder teacher, general education, counselor, ARD	Agency Information, four year plan	TRC, WHS transition brochure	Ongoing	Student input during transition meetings in Spring 2010
Hold a Transition Fair	Unit Leader, VAC teacher, Gen. Ed. College/Career Counselor	Agency Information, College Information TRC representative	Transition Provider List	Spring 2010	Increased student/parent attendance
Follow intervention processes within the school environment, SST committee	AP's/ Counselors, Teacher, Instruct. Facilitator	Teacher Data/ Counselors	Teachers	Ongoing	Interventions documented before SPED referrals
Assess student needs who are a part of the special education program and those who may enter/exit	Counselors and Assessment	Planning/ Meeting Time	District	Ongoing	# of referrals that are not eligible
Maintain Assessment Timelines	Assessment Team	Referral Packets, Parent Information, Teacher forms	On line forms- Eanes website	Ongoing 30/60 day time line	Number of federal evaluations/ timelines not met
Conduct ARD committee meetings, maintain records, disperse information for IEP's	ARD Facilitator	ARD procedures, training, and records	Special Education Manager	Ongoing	Appropriate IEP's and Accommodations
Deliver instruction to all students with appropriate modifications and IEP's	All Staff, Instruct. Facilitator	Special education procedures, IEP's and modifications	On line	Ongoing	Students demonstrate success through IEP's and modifications

e. Offer tutorials for all students, as well as, credit recovery opportunities through the Odyssey program.

Action Steps	Persons Responsible	Resources Needed	Source	Timeline	Formative Evaluation
Provide direct instruction in core curricular areas	Associate Principal	Core teachers and Library	District Funds	Ongoing	Students successful in core curricular material

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Provide self-paced individual computer programs for instruction and assessment in core curricular areas	Coordinator for Student Support	Credit Recovery	District Funds	Ongoing	Students' instructional needs are met
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5. Provide more opportunities for students to earn college credit through new innovative courses and increased enrollment in Advanced Placement courses.

Action Steps	Persons Responsible	Resources Needed	Source	Timeline	Formative Evaluation
Investigate innovative courses in engineering and to provide opportunities for faculty to obtain advanced degree in engineering.	Administration, Math and Science Teachers, Career Counselor	UTeach grant funds provided by the University of Texas	University of Texas, Principal Consortium, Bugil Academy South Korea	May 2010	Submittal of Innovative Course Form, Number of teachers participating in the UTeach program.
Increase the number of students enrolled in AP courses and increase number of AP exams administered.	Administration, All Faculty	Student Assessment Data, Parental Involvement, Master Schedule	Principals Consortium, South Korean Bugil Academy	Ongoing	Number of students taking AP courses and the number of AP exams administered.
Increase the number of 3,4 & 5 scores on AP exams.	Administration, All Faculty	Student Assessment Data	AP Scores	May 2010	Number of 3,4 and 5's on AP exams.

**Campus Goal 2: . Provide a safe, drug and alcohol-free learning environment on campus.**

- Objective 1. Exhibit a positive, safe and secure environment conducive to teaching and learning.
  - a. Monitor campus safety and security
  - b. Practice and revise safety plans with support from fire and police departments
  - c. Continue to refine and implement school-wide discipline plan including anti-bullying
- Objective 2. Involve campus and community in safety and security policy and enforcement.
  - a. Continue Crisis and Safety Response Team
  - b. Continue to Support Safe Homes organization
- Objective 3. Improve student attendance by monitoring and problem-solving for success.
  - a. Continue a Student Assistance Program committee
  - b. Monitor student attendance to prevent truancy and to improve overall attendance rate to exceed 98%.
- Objective 4. Train all staff in safety and confidentiality practices.
- Objective 5: Utilize the “Making an Impact”: Eanes ISD Grant to Reduce Alcohol Abuse to reduce the number of students reporting alcohol and drug use.

**Action Plans:**

1. Exhibit a positive, safe and secure environment conducive to teaching and learning.

a. Monitor campus safety and security

<b>Action Steps</b>	<b>Persons Responsible</b>	<b>Resources Needed</b>	<b>Source</b>	<b>Timeline</b>	<b>Formative Evaluation</b>
Continue Travis County SRO and a campus security officer	District	Salaries/contract with Travis County	District Funds	Ongoing	Both available to address security issues at all times
Designate and monitor duty stations	Administrators	Duty Station List Staff List Map of Campus Area	Administration	August 2009, Ongoing	Teachers monitoring campus morning and noon
Enforce closed campus by showing ID's and locking junior parking area	All Staff	Senior ID's, staff posted at all lots	Staff	Ongoing	Only seniors leaving campus at lunch
Monitor and address wearing of badges and/or nametags by all adults using the RAPTOR system	Administration, Security, All Staff	Nametags, badges, id's	District, campus	Ongoing	All adults on campus identified at all times
Require all students to carry student ID's	All Staff	Student ID's	Campus budget	Ongoing	Verify student enrollment on campus and at events
Reduce number of access points to campus by locking doors and educating community	Custodial, Security, All Staff	Effective lock mechanisms	District, M & O, campus enforce	Constant	Access limited to main office entrances
Maintain drug dog visits once monthly	Administrators	Contract for dogs, schedule	District/campus funds...	Ongoing	Decrease in number of mandatory removals to AEP for possession.

b. Publish, practice, monitor, and revise safety plans with support from fire and police departments

<b>Action Steps</b>	<b>Persons Responsible</b>	<b>Resources Needed</b>	<b>Source</b>	<b>Timeline</b>	<b>Formative Evaluation</b>
Revise campus safety plan and maps following renovation	Campus Safety Team	Maps, input from community resources	District, Campus	August 2009	Maps and safety plan in place/posted to be monitored by team
Train staff in crisis procedures and practice monthly. Involve local fire and law departments on a regular basis.	Campus Safety Team	Handbook on line, staff dev., faculty meetings	Campus safety team	August 2009 and ongoing	All persons demonstrate successful performance in drill
Meet with the safety team twice a semester to debrief, run table tops and practice incident	Campus Safety Team, All Staff	campus crisis plan, meeting times,	District, Campus Safety Teams	Ongoing	Revisions are in place, drills continually

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command system		scenarios			improve
Staff and visitors aware of and follow campus safety policies such as wearing badges or nametags, displaying permits	Administration, All Faculty/Staff	ID's, nametags, sign in sheet, signs, email, website	District, Campus	ALL of the time	All adults on campus identifiable via nametag

c. Continue to refine and implement school-wide discipline plan

Action Steps	Persons Responsible	Resources Needed	Source	Timeline	Formative Evaluation
Publish Student Code of Conduct and Handbook, strongly encourage and enforce positive standards of behavior	Administration	Publications and Internet posting, Signature pages	WHS packet distribution system , internet	August 2009	Every student and parent provided discipline plan
Enforce an Honor Code policy	Honor Code Cadre, Assistant Principle, All Faculty	Committee meeting time, update of handbook and sig. pg	Westlake High school, local paper	August 2009, Ongoing	Increase integrity of grades as measures of student performance
Discuss code of conduct, enforcement and continuum of consequences with staff	Administration	Staff Handbook online	WHS publications	August 2009	Staff informed of disciplinary procedures
Review code of conduct, enforcement and continuum of consequences with students	Advisory	Code of conduct distributed/discussed	Assistant Principal Video	August 2009	All students return signature page

2. Involve campus and community in safety and security policy and enforcement

a. Continue Crisis Safety and Response Team

Action Steps	Persons Responsible	Resources Needed	Source	Timeline	Formative Evaluation
Continue the safety response team	Administration	Team, district crisis plan, meeting time lines and goals	District, Faculty/Staff	Twice per semester for meeting	WHS prepared to handle crisis situations
Participate in the Travis County Consortium	Administration	Meeting and training dates, contact list	Grant	Ongoing	Safety team members trained in incident command system
Conduct school crisis training seminars	Team and Administration	Crisis plans and district guidelines	Plans and district crisis notebook	Ongoing	Staff is prepared for crises and can detect probable drug use.
Update and distribute district safety policies and publications	Administration	New publications, email, signage	District, Campus	Updates as provided	WHS adapts to changes in crisis plans

b. Continue support of Safe Homes organization

<b>Action Steps</b>	<b>Persons Responsible</b>	<b>Resources Needed</b>	<b>Source</b>	<b>Timeline</b>	<b>Formative Evaluation</b>
Support evening presentations	President Safe Home, Principal	PTO, PAC	Calendar	Ongoing	Increase pledges to safe homes
Support publication of list of pledges	PTO	Directory	PTO	Fall 2009	Parents have list of those who pledged
Continue Presentations in our facility	President, PAC Facilitator	PAC Director, Safe Homes presenters	Safe Homes fund, Title IVs	Ongoing	Presentations attended by school community

3. Improve student attendance by monitoring and problem-solving for success.

a. Continue a student assistance program.

<b>Action Steps</b>	<b>Persons Responsible</b>	<b>Resources Needed</b>	<b>Source</b>	<b>Timeline</b>	<b>Formative Evaluation</b>
Monitor Progress Reports and Six Weeks Grades of referred students	Assistant Principals Counselors	Progress Report and Report Card Prints	Data Specialist	Every 3 Weeks	Interventions are provided as needed
Train staff in referral process to SST committee services as well as behaviors which can indicate drug/alcohol use	Counselors, SST Committees, Principal	Training Time, "Behaviors of Concern" checklist Guest Speakers	Title IV	Fall 2009	Committee established and reviewing referrals made by an educated, up to date staff.
Follow Academic Intervention Plan developed by committee which may include support from community agencies	Assistant Principals Counselor, Teachers Student/Parent	Plan, Grade Reports	SST Committees	Ongoing	Student becomes successful as result of intervention
Continue to support all students through motivational activities and recognition	Intervention Team, Teachers, Counselors, Admin	Activity Support, Recognition Support funds	PTO	Ongoing	Students continue to be successful
Student, staff and administrators attend training conferences for safe and drug free schools and student assistance programs	SRO, Counselors	Law enforcement conf. 350.00 SDFS 2 teachers & 9 stu.	Title IV	Ongoing	Sharing of information
Use TPII survey for 9 <sup>th</sup> and 12 <sup>th</sup> grades	Counselors	Survey, time to evaluate	Title IV	Spring 2009	Results provide future planning opportunities.

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b. Monitor student attendance to prevent truancy and to improve overall attendance to exceed 98%.

<b>Action Steps</b>	<b>Persons Responsible</b>	<b>Resources Needed</b>	<b>Source</b>	<b>Timeline</b>	<b>Formative Evaluation</b>
Monitor Attendance reports	Assistant Principals Coordinator for Student Support	Attendance Reports Skyward system Consistent guidelines	District	Ongoing	Truancy addressed on weekly basis, few hours of credit to be made up
Follow District Tardy and Truancy Policies Including parent notification	Assistant Principals Coordinator for Student Support	SAC Lunch and Saturday School	District	Ongoing	Consequences deter truancy
Follow the state Education Code for attendance and involve courts when needed	Assistant Principals Coordinator for Student Support	Attendance Reports	TEA, District	Ongoing	Consequences deter truancy
Continue exam exemption policy that allows for every grade level to have exemptions both fall and spring semesters. Base criteria for exemptions on attendance, grades, and discipline records.	Attendance Committee	Attendance records	WHS	End of each semester	Improve attendance, more accurate recording of attendance and recognition.
UIL Sponsors Monitor Attendance and enforce UIL guideline of 50% of school day	Data Entry	Attendance Printout, UIL participants	District	Each six weeks	Increased participation day of/after performances

4. Train appropriate staff members in safety and confidentiality practices

<b>Action Steps</b>	<b>Persons Responsible</b>	<b>Resources Needed</b>	<b>Source</b>	<b>Timeline</b>	<b>Formative Evaluation</b>
Train all staff to recognize drug use behaviors and to access intervention system	Administration, SST teams	Guest Speakers	Staff Development Day	Ongoing	Increased access of intervention resources
Train necessary teachers in CPI and/or SAMA	Special Education Coordinator	Assess staff by likelihood and actual contact	District	Oct. 2009	Safe and effective restraint when needed
Conduct and/or attend school crisis training seminars	Team, guest speakers, Travis County Consortium	Crisis plans and district guidelines, training ops.	Plans and district crisis notebook, Consortium, grant	Ongoing	Staff is prepared for variety of crises and can detect probable drug use.
Train all staff in FOCUS (de-escalation) strategies as well as referral process for SST committee	FOCUS staff and SST committee	Staff development time	WHS	Ongoing	Increased student success due to interventions
Train all staff in district confidentiality procedures and policy	ARD Facilitator and Special education coordinator	Staff development time	WHS	Ongoing	Procedures and policies are followed

5. Utilize the “Making an Impact”: Eanes ISD Grant to Reduce Alcohol Abuse to reduce the number of students reporting use.

<b>Action Steps</b>	<b>Persons Responsible</b>	<b>Resources Needed</b>	<b>Source</b>	<b>Timeline</b>	<b>Formative Evaluation</b>
Complete a thorough needs assessment to measure the extent of alcohol and drug use among students.	Student Support Counselor	Data	Basic Pride Survey	Ongoing	Survey of Students
Initiate “Talk About It” program with student body.	Student Support Counselor	Talk About It training.	Making an Impact Grant	Ongoing	Reporting System for Students.
Reduce the number of students reporting binge drinking at all grade levels.	Student Support Counselor	Data	Basic Pride Survey	Ongoing	Survey of Students
Increase community awareness of dangers of using alcohol and drugs.	Student Support Counselor	Data	Safe Homes, Eanes C.A.R.E.S.	Ongoing	Community Survey

Campus Goal 3: Cultivate a culture of positive communication and teamwork.

Objective 1: Improve communication among faculty, staff, students, parents and community.

Objective 2: Encourage students, parents, and staff members’ participation in decision-making processes.

Objective 3: Maintain a community that fosters student goal setting, responsibility and success.

Objective 4: Involve students in co/extracurricular activities and public services.

**Action Plans:**

1. Improve communication among faculty, staff, students, parents and community.

Action Steps	Persons Responsible	Resources Needed	Source	Timeline	Formative Evaluation
Provide time for professional development and during the school year for departmental planning.	Principal Dept Heads Staff	TEKS, TAKS obj. Subject area material	Professional Learning Communities	August 2009	Annual Plans developed through semester
Provide for departmental flex day	Principal Dept. Heads Staff	TEKS, TAKS obj. Subject area material	Department Head	Ongoing	Annual Plans developed through semester
Participate in district vertical alignment training and efforts	Department Representatives	Time, location and training	Curriculum Department	Ongoing	Curriculum aligned K-12.
Publish annual plans and/or syllabi on teacher web pages	Teachers	Completed plans	Departments	Fall 2009	Stakeholders informed of curriculum
Encourage students to utilize school email on a regular basis	Staff	School Website	District	Fall 2009	Network monitoring for frequency of use
Improve external and internal wayfinding at Westlake High School.	M&O, Associate Principal	New wayfinding plan	District Funds	Fall 2009	Establish new wayfinding system

2. Encourage students, parents, and staff members’ participation in decision-making processes.

Action Steps	Persons Responsible	Resources Needed	Source	Timeline	Formative Evaluation
Provide Back to School Night	All Staff	Club Displays Annual Plans	School	Sept 2009	Participation of Parents Distribution of Plans
Utilize Communication Systems in Place	Department Heads, PTO, Student and Parent Correlates, CLT	Groupwise, Regular Department Meetings Group Meetings, Faculty Meetings	Supervisors Group Leaders	Ongoing	Staff and community informed through communication structures

Utilize Communication Tools in Place	GroupWise email, website, calendar, Newsletters,	Same as above	Supervisor, Group Leaders	Regular updates	Informed community and increased involvement
Form committee to address class rank and graduation requirements.	Principal	Volunteers, Time	Eanes ISD	Fall 2009	Recommendations to Superintendent

3. Maintain a community that fosters student goal setting, responsibility and success.

Action Steps	Persons Responsible	Resources Needed	Source	Timeline	Formative Evaluation
All students given opportunity to participate in grade level career activities: 9 <sup>th</sup> career inventory and exploration 10 <sup>th</sup> PLAN career profile indicator to assist in course selection 11 <sup>th</sup> participate in career fair, 3 interest areas 12 <sup>th</sup> visit local business or industry	9 <sup>th</sup> Grade Counselor Administrator in charge of SAT Counselors	Local business and industry, parent vol. Counselor, ACT support personnel Parents, Business, Universities, Discover Program	Counseling Staff Admin-Testing Staff Parent Volunteers, Business Partners, University Reps.	Ongoing	Effective choices for academic and elective courses Student connection to relevance of coursework to life after graduation
Students enrolled in the career preparation program will investigate career interest, determine majors and investigate colleges that offer programs within that scope.	Teacher/Coordinators of Career Preparation Program	Discover Program PLAN scores ACT scores Support Personnel	Counseling Program Career Prep. Teacher	Fall	Increase number of students with career plans.
Provide list of local business and industry speakers that teachers can access so careers will be incorporated into all classes.	Counselors	Parent volunteers Local Business and Industry	Career and Technology Advisors	Ongoing	Students connect relevance of course work post graduation
Students enrolled in career technology programs will investigate characteristics of successful workers and relate to high school education.	Career and Technology Department	Curriculum career and technology courses	TEKS	Ongoing	Students articulate relevance of program to success as student and worker.
Develop and update college articulation agreements and tech prep agreements in certain career concentrations	Career and Technology Department	Capitol Area Tech Prep Consortium, State Universities and Colleges	Career and Technology Department	Ongoing	Agreements updated
Continue administration of AP exams on campus, and increase enrollment in AP courses	College and Career Counseling Dept.	Testing materials, student registration	Student funds, college board	Ongoing	Increase number of students taking exams as well as group scores

4. Involve students in co/extracurricular activities and public services.

<b>Action Steps</b>	<b>Persons Responsible</b>	<b>Resources Needed</b>	<b>Source</b>	<b>Timeline</b>	<b>Formative Evaluation</b>
Host an activity fair in the spring semester which includes parents and community	Counseling Staff	Club booths and representatives	Clubs	Course Registration Fair	Flyers, meeting dates, agendas, calendars, club membership rolls
Invite teachers to sponsor additional clubs and service organizations or continue to sponsor current clubs/organizations/activities	Campus Leadership Team PTO	Stipends Needs assessment from student surveys	Budget, PTO, Booster organizations	Fall	Maintain and/or increase number of clubs/orgs./activities
Establish additional service clubs to promote community service projects by students	Administration, Student Council, PTO	Service organization sponsors, funds to support organization	Budget, PTO, Student Council	Ongoing	Service organization brochure Students recognized for contributions to service organizations
Maintain opportunities for student involvement in clubs, athletics, fine arts, etc.	Administration, Event Sponsors	Sponsors, stipends, funds to support equipment, entrance fees, and participation costs	District and Campus Budget	Ongoing	Students recognized for achievements in clubs, athletics, fine arts, etc.
Continue involvement in state and national academic testing competitions such as LOTE exams and American Math Competition.	Club and Dept Sponsors	Sponsors, funds to register and attend	Campus Budget	Ongoing	Students recognized for achievements on state & national levels.
Continue recognition program for involvement in student organizations, UIL, and academic achievement.	Organization Leaders, Council of Presidents	Volunteers, parents, students, teachers	Clubs, Booster Orgs.	Ongoing	Recognition banquets and assemblies at end of year
Acknowledge and encourage student organizations for involvement	PTO, Administration, Counselors	Publications, Inside Westlake, and PTO address book	Partners, PTO	Ongoing	Organizations below recognized and publicized
Continue Project Graduation	Parent Committee	Community Donations, Volunteers	Project Graduation fundraiser budget	May 2010	85% or better attendance of seniors at Project Graduation

**Campus Goal 4: Learning opportunities that prepare students for the future and inspire them to realize their highest educational potential.**

Objective 1: Form global partnerships to provide students and faculty with global collaborative opportunities.

Objective 2: Enhance access for students to take online courses to gain access to 24/7 learning.

1. Form global partnerships to provide students and faculty with global collaborative opportunities.

<b>Action Steps</b>	<b>Persons Responsible</b>	<b>Resources Needed</b>	<b>Source</b>	<b>Timeline</b>	<b>Formative Evaluation</b>
Expand partnership with Bugil Academy in South Korea to include student exchange.	Principal, Counselors	Housing	Community, PTO	February 2010	Student Exchange
Expand partnership with Bugil Academy in South Korea to include faculty collaboration in lesson planning.	Principal	Travel Expenses for Faculty	Budget	Once Annually	Creation of Collaborative Lessons
Engage Westlake faculty in investigating technology platforms for students to collaborate with his/her Bugil Academy peers.	Associate Principal, Instructional Partners	Professional Development, IS Support	Budget	October 2010, Ongoing	Collaborative Activities with Bugil Academy
Investigate teacher exchange opportunities between Westlake and Bugil Academy.	Principal	Travel Expenses for Faculty	Budget	May 2010	Teacher Exchange

2. Enhance access for students to take online courses to gain access to 24/7 learning.

<b>Action Steps</b>	<b>Persons Responsible</b>	<b>Resources Needed</b>	<b>Source</b>	<b>Timeline</b>	<b>Formative Evaluation</b>
Investigate online Chinese courses for students to take outside the school day.	Associate Principal	Time	WHS	Spring 2010	Offer online Chinese
Select online courses through StateU.com to provide dual credit opportunities for our students.	Associate Principal, Counselors	Staffing	WHS Staffing	Spring 2010	Offer online courses through StateU.com