



Victoria Independent School District

Administration Report
October 2019

Purpose Statement:

- Keep the Board and stakeholders apprised and connected to the work of administration
- Radical Transparency
- From the Boardroom to the Classroom
- Keep us open and learning together
- Continuous Improvement

1. Curriculum, Instruction and Accountability - Page 3

2. Office of Administration - Page 12

- Maintenance & Operations
- Central Supply & Purchasing
- Child Nutrition
- Student Services
- Transportation

3. Finance – Page 15

4. Human Resources – Page 16

5. Office of the Superintendent – Page 18

- Communications
- Technology

CURRICULUM, INSTRUCTION AND ACCOUNTABILITY

District Improvement Goals, Campus Improvement Goals and Targeted Improvement Plans - Curriculum Instruction and Accountability will bring forward the District Improvement Goals and Performance Objectives that have been reviewed and approved by the District Education Committee on September 10, 2019.

Victoria ISD chose to participate in the state's Effective School Framework for the District and each of the campuses. We know you have seen the five levers, but as a reminder the five levers along with the District Goals and Performance Objectives for the 2019-2020 school year include:

Lever 1. Strong School Leadership and Planning

Goal 1: VISD will provide effective instructional leaders with clear roles and responsibilities.

Performance Obj. Increase campus leaderships' time for school instruction as indicated by increased campus academic performance reflected on the state's accountability framework and any local measures developed by the campus.

Aim: Optimal Educational Resources

Lever 2. Effective, Well-Supported Teachers

Goal 2: VISD will recruit, develop, and retain highly effective school leaders, teachers, & staff which reflect the rich diversity of the students VISD serves.

Performance Obj. 1. Increase percent of teacher positions filled 6 weeks prior to the start of the school year by 5%.

Performance Obj. 2. Decrease the number of teacher resignations by 5%.

Aim: Highly Effective and Qualified Personnel and Responsive to Student Needs

Lever 3. Positive School Culture

Goal 3: VISD will provide learning environments and structures designed to promote a physical, emotional, and cultural focus on, safety, wellness, and order.

Performance Obj. 1. Students attendance rate will increase to 95%.

Performance Obj. 2. The number of ISS/OSS placements will decrease by 5%.

Aim: Safe and Nurturing Learning Environment

Lever 4. High Quality Curriculum

Goal 4: Victoria ISD will relentlessly pursue an ownership mindset with families and the community to foster shared responsibility for student achievement.

Performance Obj. The District accountability rating will increase from a C to a B and all schools will increase overall performance by 5% as indicated on the state accountability system.

Aim: Open Effective Communication and Excellent Student Achievement

Lever 5. Effective Instruction

Goal 5: VISD will maintain rigorous standards of academic achievement to prepare 21st century learners for graduation and post-secondary success.

Performance Obj.1. 81% of high school graduates will have a successful launch as indicated by CCMR data.

Performance Obj. 2. 80% of all students in grades PK-English II will show at a minimum one year of academic growth from the beginning of the year in Reading as indicated on the Pre-K Children's Learning Institute (CLI) Engage, K-3 Imagine Learning and STAAR Growth indicators.

Performance Obj. 3. 80% of all students in grades Pre-K-Algebra I will show at a minimum one year of academic growth from the beginning of the year in Mathematics as indicated on the PK CLI Engage, K-3 Imagine Learning and STAAR Growth indicators.

Aim: Excellent Student Achievement and Responsive to Student Needs

In addition, the Campus Improvement Plan Goals and Performance Objectives will be submitted for Board Approval. Each of the VISD campus' leadership teams have been trained in the Effective School Framework and have followed the same guidelines as they develop the goals for their campus. These plans can be found in the Plan4Learning Online resource tool. Each Board member and campus leadership team members have access to review plans within the online resource at <https://plan4learning.806technologies.com/>. To get to review the plans identify which campus you would like to review through the drop-down menu.

The screenshot shows the Plan4Learning website interface. At the top, the navigation bar includes 'Victoria Independent School District', 'District Improvement Plan' (circled in red), and '2019-2020'. Below this, the main content area is titled '2019-2020 Plan Status'. A table displays the following data:

School	Needs	Elements	Total Goals, Performance Objectives, Strategies
Aloe Elementary Last Edited By: Kristina Hurley on 9/27/19 at 02:51 PM	2	✓	Goals: 5 Performance Objectives: 7 Strategies: 41
Cade Middle School Last Edited By: Jill Lau on 9/26/19 at 11:14 AM	3	Not Available	Goals: 5 Performance Objectives: 9 Strategies: 23
Career & Technology Institute	0	Not Available	Goals: 0 Performance Objectives: 0 Strategies: 0

Next step is to select under the Goals tab on the left menu the Formative and Summative Review

You can review each campus plan to get a better idea of the goals, performance objectives and strategies in this view by choosing each goal tab at the top of the page.

Victoria Independent School District District Improvement Plan > 2019-2020 >

2019-2020 Strategy Formative and Summative Reviews

Select Highlight Month

Goal 2 Goal 3 Goal 4 Goal 5 Highlight Overdue Strategi

Goal: VISD will provide effective instructional leaders with clear roles and responsibilities.

Performance Objective: Increase campus leaderships' time for school instruction as indicated by increased campus academic performance reflected on the state's accountability framework and any local measures developed by the campus.

1 **Summative Evaluation:** Please select a Summative Evaluation >

Next Year's Recommendation:

Strategy	Monitor	Strategy's Expected Result/Impact	Formative Reviews	
			Months	Evidence of Progress
TEA Priorities Improve low-performing schools. 1) VISD will follow the System of Great Schools Roadmap and Readiness Framework.	Melissa Correll/Susanne Carroll/ Dr. Quintin Shepherd	Increase the number of indicators found in the SGS Readiness Assessment from "Not Yet Initiated" and "In Development" to "Implementation With Progress" or "Full Implementation".	Formative Review October January March	

It is also possible to review the district and all campus plans by going to the print icon at the top of the page and choosing a variety of print options that will provide a pdf version of plans.

Victoria Independent School District District Improvement Plan > 2019-2020 >

2019-2020 Strategy Formative and Summative Reviews

Select Highlight Month

A PDF of each of the plans will be posted on the VISD website for community review after the Board of Trustees approve the goals.

State Intervention Requirements						Federal Intervention Requirements		
Requirement	Domain D ¹	1 st year Overall D	1 st year Overall F	2 nd year Overall F	3 rd year + Overall F	Additional Targeted Support ²	Targeted Support ²	Comprehensive Support
DCSI Assignment	Yes	Yes	Yes	Yes	Yes	No, Only contact name	No, Only contact name	Yes
DCSI Attestation	Yes	Yes	Yes	Yes	Yes	No	No	Yes
Training	No	No	Yes	Yes	Implement Commissioner-Approved Turnaround Plan	No	No	Yes
Public Meeting for Input ³	Yes	Yes	Yes	Yes		No	No	Yes
Self-Assessment (ESF-Aligned)	Yes	Yes	Yes	Yes		No	No	Yes
Facilitated ESF Diagnostic	No	No	Yes	Yes		No	No	Yes
TEA TIP Template Format	No, Any format; ex: embed in CIP	Yes	Yes	Yes		No, Any format; ex: embed in CIP	No, Any format; ex: embed in CIP	Yes
Board Hearing & Approval of TIP	Yes	Yes	Yes	Yes		No	No	Yes
Submit Plan / Progress Report to TEA	No	No	Yes	Yes	Yes	No	No	Yes
Develop / Submit Turnaround Plan	No	No	No	Yes	No	No	No	No

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Board Hearing & Approval of TIP	Yes	Yes	Yes	Yes		No	No	Yes
Submit Plan / Progress Report to TEA	No	No	Yes	Yes	Yes	No	No	Yes
Develop / Submit Turnaround Plan	No	No	No	Yes	No	No	No	No

As part of the Performance Reporting process of TEA campuses identified as a D or F must develop a Targeted Improvement Plan to address areas that were identified as underperforming. Campuses identified for Interventions must at the very least develop a targeted improvement plan as either a separate plan or identify strategies in the campus plan that address the needs identified for targeted improvement. If a Campus is an overall F or a campus is identified as a Comprehensive School (lowest 5% of title I schools) a state Targeted Improvement Plan must be developed and submitted to the state

as a separate plan. All Campus and Targeted plans and strategies require Board Approval. Below is the state table for guidance on interventions.

VISD has four campuses that are required to submit separate targeted improvement plans.

1. Dudley (Comprehensive Support Progress)
2. Ella Schorlemmer (Comprehensive Support Progress)
3. O'Connor (Comprehensive Support Progress)
4. Stroman Middle School (1st Year Overall F)



These three campuses were identified as Comprehensive Support last year based on falling in the lowest 5% of Title I schools, but have made progress. The school must have two good years to get out of intervention sanctions.

The targeted improvement plans are attached to each of the campus plans in Plan4Learning as an Addendum.

ADVANCED ACADEMICS

- Elementary GT classes are going very well. The students are embracing the Engineering and Design Process and the collaboration in the classrooms is amazing to witness.
- Our middle school GT teachers came together for a day of planning and diving into their curriculum.
- We had great turnouts at our GT Parent meetings, AP Parent meetings and our Pre-AP/AP Open House meetings.
- Our GT referral window is open until Oct. 4th. We have had an influx of referrals this year. We will screen all Kindergarten students in October and test all 2nd graders to develop a local norm.
- October 2nd and 3rd we will administer the PSAT to all Pre-AP Algebra I and English I students as part of the Pre-AP Pilot Program.
- On October 16th, we have 331 seniors signed up for the SAT (free) as well as 935 students for the PSAT NMSQT. We have 1405 students signed up for the PSAT 8/9 amongst our secondary campuses.

ASSESSMENT & ACCOUNTABILITY

- Credit by Exam (CBE) testing will be administered October 15-17, 2019 and the next testing window will be January 14-16, 2020. The registration deadline for January CBEs is December 16, 2019.
- We are working with the new Campus Testing Coordinators at East, West, and Victoria Regional JJC to prepare for the December 2019 STAAR End of Course Exams (EOCs) which will be administered December 10-13, 2019.

BILINGUAL/ESL

- Most students are on grade level on Reading screeners.
- The Texas Association for Bilingual Education (TABE) Conference is scheduled for October 17th and 18th. Two bilingual teachers per campus will attend.

COUNSELING

VISD has been working to plan for the 2020-2021 course selection process. As part of the planning, campus principals and counseling leaders met on October 9, 2019 to review current course offerings, changes in state course guidance around Career and Technical Education and any other changes from legislation. Last year VISD began using Cardonex, a data tool to help with course selection. This data tool was rolled out early summer and full implementation was not achieved. Counselors have been working to ensure that any information that was not uploaded for this school year is updated in the system so that VISD can maximize efficiency with course selection and offerings through this tool. This tool will also be helpful in ensuring that courses are leveled and will help with teacher recruitment early in the Spring.

VISD Secondary principals and counselors also met to discuss revision to the Course selection guide. Some revisions include clearer guidelines and plans of studies that meet the new state Career and Technical Education (CTE) Programs of Study. Much of the work that is being done is to ensure all our students have a successful launch after high school.

The Course Selection committee reviewed the offering of Dual Credit opportunities through Victoria College, Dual Enrollment opportunities through the OnRamps program from University of Texas, Articulation Agreements, and Certification opportunities.

OnRamps' (University of Texas) staff provided a presentation to our Secondary Principals and Counseling staff. OnRamps offers distance education courses through a dual enrollment model (two teachers, one high school teacher and one college teacher). Key outcomes of the dual enrollment program include aligning high school students to the academic and social expectations of college; accelerating student matriculation, retention and time to degree; and increasing the number and diversity of students who are fully prepared to follow a path to college and career success. With the OnRamps program students get to have a college experience without the threat of a low grade going onto the college transcript. If the student passes the college class with a D or better, VISD is able to count this for the College, Career, Military Readiness (CCMR) credit. However, if the student does not want a low grade such as a D or a C to go on their college transcript, they can choose to not have the grade count for college credit. More information about this model of dual enrollment can be found at <http://onramps.utexas.edu/districts/>. VISD staff will be meeting to discuss which courses we will present as opportunities for our teachers and our students. Teachers must go through an extensive two-week training with the college professors in their content during the summer as well as continued professional development throughout the year.

Mental Health First Aid Training provided by Gulf Bend is set for January 7, 2020 for any staff interested in attending. Sexual Abuse Training and Reporting coming up, date TBD. I have set the expectation that Counselors will use the seats we have in the Region 3 Counselor Symposium sessions and bring information back to share with the group during monthly meetings.

ELEMENTARY CIA

Elementary campuses are continuing to work on implementation of the ELAR instructional materials that were adopted last spring. All campuses are using a balanced literacy framework including foundational skills, authentic reading and writing, a workshop model and small group instruction. Currently, we are focusing on refinement and support in the areas of foundational skills, reading mini-lessons, writing

mini-lessons and small group structures. All campuses are using a common planning guide to ensure consistency in reading instruction across the district.

Students are also hard at work in the Imagine Learning suite of products. To date, the CIA department, along with our Imagine Learning support team members, have visited all elementary campuses to offer on-site professional development and assist staff in utilizing all of the tools and resources offered through Imagine Learning.

All elementary campuses are partnering with Victoria's Rotarians to implement the Early Act First Knight program. The first knighting ceremonies of the year are scheduled for October 15-18.

Elementary campuses are working to create cultures of professional learning communities. Recently, campus leadership teams from all elementary campuses collaborated to study the research supporting the use of common formative assessments and to brainstorm processes for implementation. Approximately 50 elementary staff members attended the Professional Learning Communities Institute in San Antonio in October.

House Bill 3 (HB 3) includes multiple new requirements centered around reading and math proficiency in grades PK-3. The Texas Education Agency has been "rolling out" information about HB 3 requirements through a video series titled [HB 3 in 30](#). [The Reading Practices](#) video which was posted on September 12th contains information on the reading academy and Science of Reading certification test requirements. Our team will continue to study new information about these requirements as it is released.

FEDERAL PROGRAMS

- The Victoria County Health Department received a 5-year grant from the Department of Family and Protective Services in January 2017 based on the county's high rate of child abuse and neglect. *This is an alarming statistic when you understand that many abuse and neglect situations go unreported and others may stay unconfirmed due to lack of evidence!* VISD became a subgrantee and is currently serving almost 60 families within our district through the **Parents as Teachers Program (P.A.T.)**. The P.A.T. program is a home visiting model, employing three VISD Parent Educators. It currently services families from prenatal through their child reaching the age of five. This is just the beginning of the story.....**STAY TUNED** to find out how this program has the potential to positively affect our children and our community! In the meantime, read a bit about P.A.T. at this link. <https://www.visd.net/apps/pages/federal-programs/parents-as-teachers>
- **Pregnancy Related Services (PRS)** continues to diligently serve our students in Homebound Instruction as in years past. This is a tremendous support, so our students do not fall behind in their classes. Last year, as you may remember, we closed the doors to Teen Parent Connection Center, only to expand and deepen how we serve all student parents in our district. Our two PRS Mentors have done just that as they each have 21 students on their caseloads and our PRS Clerk has four additional students at Juvenile Justice Center (JJC). They have searched for and supported students to re-enroll in school, made sure they had daycare for their children, medical care, transportation, and are currently tracking attendance, grades, discipline and nurturing them so they can see they have a bright future. <https://www.visd.net/apps/pages/federal-programs/family-connection-center>
- There are currently 409 homeless students identified across our district. KIDZConnection is providing a Homeless Training for all campuses to increase the understanding of the Education

Department's definition of homelessness, who we have in our classrooms that are identified as McKinney-Vento and what we can do to support our students.

- Out of 595 Pre-K students to date, 79 are tuition-based. This is a higher enrollment as compared to the same date last year, which was 562.
- We had a great turnout at the Pre-K Spectacular School Race event on Tuesday, October 8th!
- The ESSA Compliance Report has been submitted and our School Improvement Grant for Dudley, O'Connor and Schorlemmer will be submitted by the end of the month. We are also working on getting all Free/Reduced Meal Applications in by our snapshot date of October 25th.

INSTRUCTIONAL TECHNOLOGY

- Continued professional development of utilizing district resources (Discovery, TexQuest)
- Assisting campuses with using Breakout, Goosechase, etc. for Enrichment Days
- Collaborating with campuses with robotics through coding in the classroom

SECONDARY CIA

- Completed "Refresh" of Response to Intervention (RtI) processes and documentation at middle school
- Training and Implementation of AimswebPlus screeners (RtI) for all students in reading and math
- Lessons developed for TSI and SAT prep in high school math core courses
- Instructional Rounds with new teachers; focus on Fundamental 5, First Year Teacher Academy
- English I, Biology and Algebra participating in College Board Pre-AP Pilot program, Advanced Academics, Secondary CIA, and ICs collaborating to plan and implement differentiated courses
- Support for campuses utilizing new ELAR materials w/new TEKS & curriculum-for core and Pre-AP
- ELAR, Math and Social Studies Coordinators will be doing classroom walk-throughs with campus instructional coaches to assess levels of support needed
- ELAR, Math and Social Studies Coordinators are supporting campuses with instruction and assessment of essential standards
- Over 9,000 books received with HMH adoption being distributed to classrooms for increased access to reading materials for students!

Air Force Junior Reserve Officer Training Corps (AFJROTC) Update:

We are pleased to start the 2019-2020 school year with a fully staffed AFJROTC program. Major Manibusan and SMSgt Lewis have taken the helm and are working with the cadets to develop a strong recruitment plan for the 2020-2021 school year. This plan will be complete by November 1, 2019, and recruitment strategies will begin late fall and continue through spring registration. Although the AFJROTC program requires that we maintain at least 100 cadets each school year, we are being allowed a year to develop a recruitment plan and increase our numbers due to new leadership.

Major Manibusan has also planned numerous community service and field trip opportunities for the cadets this fall to reinforce the AFJROTC curriculum goals of citizenship, character development, leadership, and community service. Cadets will spend the spring preparing for drill meets and other competitions.

SPECIAL EDUCATION DEPARTMENT

Autism Grant Updates:

- The Services to Students with Autism Grant is excited to report that the inclusive playground equipment is being utilized on all campuses. Grant staff monitors the usage when visiting campuses and has shared that “there is often a line waiting to have their turn on the equipment.” The equipment fosters inclusive play and real-world practice in turn taking, wait time, positive peer interactions etc.
- As a follow-up to the sensory paths installed in May of 2019, a “how and when to use” video was created for campus training and shared with Principals.
- The first parent outreach meeting for the 2019-2020 school year was held in September. The evening, focused on “Supporting Academics in the Home”, provided parents with practical information and materials to assist their child with homework. A continued increase in parent attendance shows the success of the outreach.
- Grant staff are hard at work assisting students and teachers in the inclusive classrooms while collecting data and identifying training needs for staff. A new “help desk” system was developed and implemented in September to allow teachers and campus staff direct access to academic, communication, emotional, and/or behavioral support for students with Autism.
- The VISD Sped Autism Grant - UHV cohort plans to provide district training based on needs identified by campus and district leadership. The cohort completed 5 masters level courses in the field of ABA during the 2018-2019 school year and are currently enrolled in the first 2 courses for the 2019-2020 school year. Three members of the cohort have started their supervised internship hours to become Board Certified Behavior Analysts (BCBA).

Special Education Events:

- Mark your calendars for December 6th, 2019! Our 2019 Winter Wonderland Event theme is *Candy Land*. Staff are currently spending evenings and weekends creating gumdrop mountains and a candy cane forest in eager anticipation of the event.
- A special thank you and recognition to the Victoria Electric Co-op's program, “Linemen for Little Ones” for the recent donation of \$2,000 in support of this student-focused winter celebration!

OFFICE OF ADMINISTRATION

Flu Shots were offered to our staff the first week of October. Thank you, Murphey Stuart, Health Services Coordinator, for organizing this service for our employees annually.

Stop the Bleed Training is scheduled for October 14th from 9:00 a.m. - 10:00 a.m. at the VEHS Cafeteria. The School Resource Officers, School Nurses, Athletic Trainers and Health teachers will receive training. In the spring, all school staff will receive the training in a staff meeting.

ALICE (ALERT, LOCKDOWN, INFORM, COUNTER, EVACUATE) Trainer of Trainers is scheduled for October 22nd and 23rd at the VISD Conference Center Room D. Fifty VISD staff will participate in this training and assist with campus updates throughout the year.

Fire Prevention Shows were scheduled for October 1, 2, and 3 at the Victoria Fine Arts Center. Different fire and life safety topics including smoke alarms, exit plans in the home (2 ways out) and bicycle safety will be demonstrated. The Toy Story characters will be helping with the show, including Buzz Lightyear, Woody, Bo Peep, T-Rex, Mr. Potato Head, and introducing Duke Kaboom, right out of Toy Story 4. A big thank you to the Victoria Fire Department for sponsoring this annual show.

School Custodian Appreciation Day was Wednesday, October 2nd. We are so appreciative of everything our custodial staff does to ensure a clean learning and working environment for our students and staff. The VISD currently has 128 custodians and our Human Resources/Talent Development Department is working diligently to fill the last 10 openings to make us 100% staffed in this department.

CENTRAL SUPPLY AND PURCHASING

➤ Accomplishments:

- Processed over 1000 purchase orders since the beginning of the fiscal year
- Ordered and distributed requested AP textbooks for campuses
- Receiving and distributing braille materials
- Generating Instructional Material Allotment requests for E-RATE discounted internet services
- Processed, pulled & delivered over 400 warehouse supply requests
- Creating two new bids to advertise for the November Board Meeting
 - Project Based Learning
 - Child Nutrition Refrigerated/ Frozen Delivery Truck
- Bids for presentation to the October Board meeting:
 - Structural Steel
 - Chain Link Fence
 - Plumbing Parts & Supplies
 - Plumbing Services
 - Electrical Parts & Supplies
 - Electrical Services
 - Bread Products
 - Canned & Frozen Fruits and Vegetables
 - Frozen Meats & Meat Products
 - Staples & Misc. Frozen Foods
 - Chemicals, Supplies & Paper Products
 - Copy & Assorted Color Paper
 - Office Supplies

CHILD NUTRITION

- **It's the Great Pumpkin...**the Annual Child Nutrition Pumpkin Decorating Contest is upon us! Pumpkins will be delivered to the Administration Building on October 15th. The pumpkins will be on display through October 18th. Be sure to vote for your favorite pumpkin. Categories are: Best Pumpkin and People's Choice.
- VISD created "lunchable" meals...the quotes for the equipment for the "lunchables" have been received. The healthy meal option's menu is in development. Stay tuned-more information to come.
- The after-school dinner meals will be advertised more heavily to our high school students through digital advertising, print ads and displays on campus to increase participation. East and West High school students can get a "grab and go" dinner meal from the school cafeteria between 3:00-3:45 pm. Students are not required to sign-up. Currently, the athletics and band students participate in the program.
- The Child Nutrition Department has six openings and is working collaboratively with the Human Resources/Talent Development Department to fill the openings.

MAINTENANCE

- The portable buildings for Schorlemmer Elementary and Vickers Elementary have been completely installed and inspected for occupancy.
- The lighting cage at Patti Welder Stadium has been removed due to deterioration. The structure has become a safety concern.
- A lift will be rented and secured to hang the UH-V banners and then pressure wash the exterior of the Liberty Campus.
- East HS cooling towers will be repaired. The Liberty Campus chiller will also be repaired.
- The Marching Lots for East and West High Schools will be painted October 11th.

STUDENT SERVICES

<i>Student Enrollment:</i>	AS OF 10.1.19	SAME TIME LAST YEAR	DIFFERENCE
ELEMENTARY	6718	6940	-222
MIDDLE SCHOOL	3224	3171	+53
HIGH SCHOOL	3894	3929	-35
DISTRICT	13,836	14,040	-204

DISTRICT Student Attendance Rate (8.15.19 THROUGH 10.1.19) = 95.9%

VISD Dropout Prevention and Recovery Team results:

In anticipation of the closure of the Texas Education Agency's annual school start window (which is always the last Friday in September and is the date by which a student must be enrolled or will reflect as a "dropout" for state accountability purposes), the VISD Dropout Prevention and Recovery Team works tirelessly and with great persistence through the months of August and September to "locate" students in grades 7-12 who were in attendance with us last year, left without a valid withdrawal reason and have not returned for the 2019-20 school year. The VISD Dropout Prevention and Recovery Team is

composed of the Student Services Director, the District Truancy Prevention Coordinator and Clerk, the District Homeless Liaison, the Special Education Parent Liaison, and the Student Success Facilitator from each middle school and each high school campus.

Each member of this Team is provided with a campus list of “leavers” (i.e. potential dropouts) and tasked with researching, searching, calling, conducting home visits and determining why these students “left” VISD last year. Once located and based on the individual’s situation, students are either assisted with re-enrollment into VISD or helped with alternative educational programming.

With that said, there are positive results to report! This Team began this school year attempting to find 109 7th-12th graders and was able to successfully locate slightly over 50% of these students! These efforts are extremely noteworthy as the Team’s efforts keeps the recovered students from potentially becoming a “dropout” and has significant impact on both campus and district accountability ratings regarding dropout and completion rates.

- The district's **class size exception waiver for the 2019-2020 school year** has been granted by the Texas Education Agency as of 10-2-19.

TRANSPORTATION

Recognition:

National School Bus Safety week is October 21-25. Various activities are planned for the bus drivers to promote bus safety. Our local law enforcement has been shadowing some of our buses to assist with safety measures and deter drivers from disregarding school bus stop signs.

Routing and Scheduling:

We continue to add Bi-lingual, McKinney Vento and capped students to bus routes on a daily basis as information is received. We have implemented schedule modifications for Special Education routes. Adjustments are made regularly to routes due to increased ridership. The recently added CTI, DAEP and Liberty routes have been refined and are running on time to the respective campuses.

Shop:

Our mechanics are working diligently to keep our buses up and running. Considering the age of our fleet this has been an on-going challenge.

FINANCE

Gifts and Donations:

The total gifts and donations for September 2019 is \$18,401.65. The total gifts and donations for fiscal year 2020 is \$18,431.65.

HUMAN RESOURCES

Safe Schools on-line mandatory training program implementation - A group of 35-40 staff members from our CIA Department are helping us implement this new program this week. With their information entered, we can begin seeing how reports are generated and used. As we are comfortable with this, the implementation process will continue at Principal meetings this month.

Salary Notices went out on the 26th of September. We had many questions and corrections as we worked through making sure that all calculations and employee information matched up. The office was prepared for this and was able to answer and correct issues as quickly as possible.

On this same note, the accessibility of our Employee Access Center was improved through much work from Ruby Jimenez and Jeremiah Rivera. Now employees can access their information from any internet source rather than only through a district computer. With this development, we are looking at not providing hard copy salary notices in the future as this process is labor intensive for both the HR office, and for Campus Secretarial staff. This information is readily available through the Employee Access Center.

The HR recruiting program has been audited for accuracy as to which jobs are still open, and which needed to be closed. This work was completed on October 4th. A system for a scheduled "Refresh" of the recruitment postings is also being developed to allow for our postings to stay 'fresh' in the system and not appear as though jobs don't get filled. We want this "refresh" to occur at least twice a year.

HR office trainings are being scheduled for Excel. We are currently targeting skills specific to what is needed to work with payroll for cohesiveness. This will allow the two departments to work better together which will benefit our employees tremendously as questions arise about salary and benefits.

Gold's Gym Corporate Wellness program is being implemented this month with first employee pay draft period to begin with participant's October paycheck.



CORPORATE WELLNESS

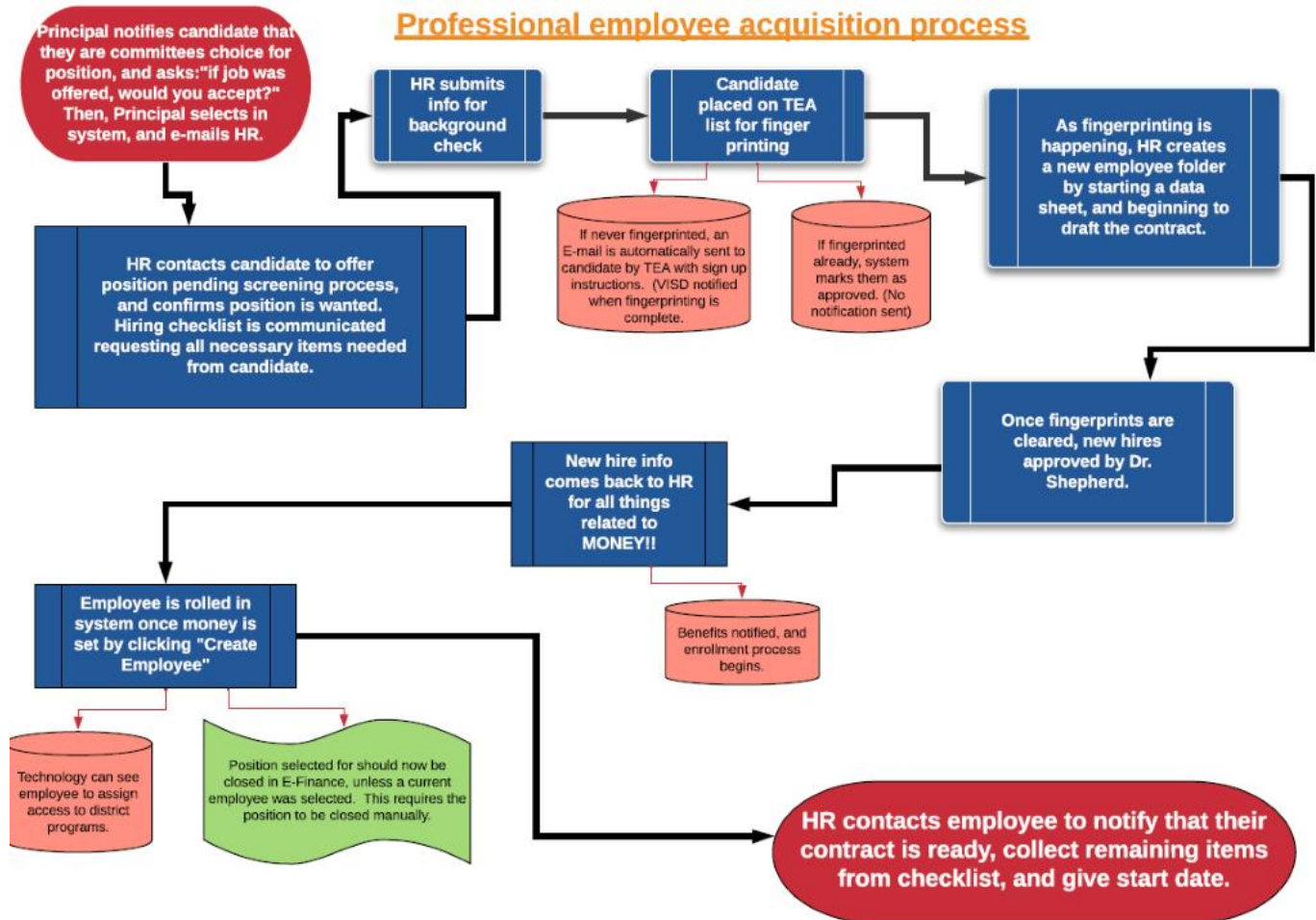
GOLD'S GYM & VICTORIA ISD
have just made joining the gym easier!

Join Gold's Gym and add a family member.
Visit this link or scan your QR code
www.goldsgym.com/db-online/victoria-isd/

Existing members please contact HR to activate/change your membership.

The flyer features a QR code and a photograph of people exercising in a gym.

A flow chart of the hiring process has been created for clarification to everyone as to when and where crucial events take place as well as to give an understanding as to where things can potentially become delayed.



T-TESS APPRAISERS:

The Texas State Board of Education rules governing the Texas Teacher Evaluation and Support System (T-TESS) require the approval of appraisers by the local Board of Trustees. An initial list of appraisers for the 2019 – 2020 school year was approved during the regularly scheduled Board meeting held August 22, 2019. At this time, additional campus administrators have completed the necessary training to serve as T-TESS appraisers for the 2019 – 2020 school year.

OFFICE OF THE SUPERINTENDENT

Task Force Updates: For the most current information on Task Force work, please visit the dedicated [website using this link](#). The Efficiency and Resource management group has begun their work and other task forces are soon to start.

Efficiency and Resource Management Task Force:

This Task Force is comprised of three sub-committees: Boundary Analysis and Re-zoning, Bond Planning, and Digital Ecosystem. The Boundary Analysis and Re-zoning and the Bond Planning groups held their first meeting as a joint meeting on the afternoon of September 23rd. The meeting was well attended, with 36 Task Force members present. Members of these sub-committees also participated in a facilities tour of Schorlemmer and Smith Elementary, Cade and Stroman Middle School, and Memorial Stadium on October 11th and October 14th.

P-TECH:

We have submitted Natalie Abrameit, Healthcare P-TECH Administrator, and the names of two assistant principals who are interested in serving as the Education and Training P-TECH administrator to TEA to participate in the New School Design Fellowship (NSDF). The NSDF is designed to build the capacity of school leaders as they work toward developing processes, procedures and plans toward opening a new school. If selected, our P-TECH administrators will receive coaching on developing a vision and systems needed to create a successful program. We continue to meet with Victoria College to develop our post-secondary credential course of study for Healthcare P-TECH.

Dr. Shepherd, Dr. Carroll, Martin Sanchez and Melissa Correll met with UH-V officials to begin to explore a potential Education and Training P-TECH in partnership with UH-V.

We held our second P-TECH Healthcare Advisory Meeting on October 2, 2019. We reviewed progress on our P-TECH Benchmarks. The Healthcare P-TECH Roadmap can be found [here](#).

System of Great Schools: The System of Great Schools Roadmap was submitted to TEA on September 27. The purpose of the biannual implementation roadmap and goal setting exercise is to:

1. Review progress toward SGS Implementation;
2. Identify long-term goals toward SGS implementation, in partnership with your Executive Advisor;
3. Strategically plan milestones the District will accomplish over the next six months;
4. Highlight the financial and training resources needed over the next academic year; and
5. Track District progress toward SGS implementation over time.

The long-term goals we have identified to complete by the end of this school year are as follows:

- Develop a school performance framework (local accountability) in conjunction with district stakeholders.
- Develop a set of school actions to improve school quality in the next school year.
- Develop portfolio policy outlining criteria for applying actions to schools based on the school performance framework.

- Develop a regular portfolio review process in which the district gathers and analyzes portfolio data, sets a path for continuous improvement, and defines resources available for individual schools.
- Develop a Strategic Plan for the district.

The System of Great Schools Roadmap submitted to TEA can be found [here](#).

School Action Fund Grants:

We submitted our Exploratory FIT (Fidelity of Implementation) Tool for Gross Elementary and the Planning Restart FIT Tool for O’Connor on September 20, 2019 to our Maya School Action Provider.

We submitted our update budget for the O’Connor School Action Grant and the Early Childhood Center School Action Fund grant to TEA on September 23, 2019. We have not yet received our NOGA of acceptance.

We have a virtual meeting with our technical advisors for our Gross and O’Connor School Action Fund Grants as well as our Executive Advisor for the System of Great Schools weekly.

The model selected for O’Connor Restart is Accelerating Classroom Excellence. The ACE Model has strategically been chosen as a proven model to address the needs of the whole child (academics, social, emotional, and physical), closing achievement gaps, and supporting instruction through time and resources. The ACE Model is supported by five distinct pillars that can bring equity to students through strategic staffing and additional resources. The five pillars are:

- Effective Principals and Teachers
- Instructional Excellence
- Extended School Day
- Social and Emotional Support
- Parent and Community Partnerships

A viable working partner has not yet been identified for Gross Elementary. We will be using task forces to identify quality early childhood education. Our future goal is to build the capacity of VISD principals and teachers and offer quality education to all students at high performing schools.

Executive Education Academy:

Melissa Correll, Tammy Sestak, and Ann Avila will attend Rice University Executive Education Academy’s first session on October 3rd - 5th. The team will be led through self-reflection tools and strategies to develop characteristics of an effective leader. We will analyze communication challenges and learn about effective techniques to gain solutions to future interactions.

Best in Class District Days:

The Innovation Department and Clark Motley attended our first collaborative session on September 17th in Dallas, TX. The activities we participated in helped unify our understanding of the ACE Model and develop key components of our “theory of action.” Collaborative breakout sessions yielded the sharing of experiences and exploration of best practices from colleagues engaged in all levels of implementation.

[Effective Schools Framework](#) (ESF): The goal of the Effective Schools Framework (ESF) is to provide a clear vision for what districts and schools across the state do to ensure an excellent education for all Texas students. The ESF provides a basis for school diagnostics to align resources and support the needs of each school. Campus leaders and teams attended a two-day workshop provided by Region 3 on September 5th and 6th. Campuses in attendance began working through self-assessment metrics to identify two focus areas. This work will lead to Targeted Improvement Planning which details a commitment between the campus and district support. This work falls under System of Great Schools (SGS) Lever 1 – Managing School Performance.

Strategic Planning:

VISD Task Force Work can be considered strategic actions in progress. However, as part of the SGS VISD will be going through the development of a formalized Strategic Plan during this school year. We have been working with our SGS Advisor, Duncan Klussman, to set up dates and timelines for this process. Each of our Board members have been asked to submit two names to be part of this work. The committee will include key community leaders, teachers, students, parents, and of course representatives from each of our task force groups. This committee will begin with approximately 80 members. During late fall and early winter, we will be holding three 2-day workshops with the influence of national speakers and guidance by Roz Keck. Roz will lead the group through a process that results in a Needs and Reflection Document to assist in the Spring Strategic work with Duncan to develop Strategic Mission, Vision and Goals for long range planning.

Facilities Needs Study:

Our most recent facilities needs study was completed in 2015. Many of the needs identified by this study remain unaddressed today due to the associated costs of performing the work to address the identified needs. Following the Board’s decision at the September Board meeting to authorize Dr. Shepherd to enter into a contract with an architectural firm or firms for the procurement of architectural services, we have been engaged in continued conversations with architectural firms regarding conducting an updated facility needs study. An updated study will provide our Bond Planning Task Force with vital information necessary to make informed recommendations regarding the future needs of our facilities.

Demographic Study:

To support the work of our Boundary Analysis and Re-zoning Task Force, we have sought proposals from companies who commonly support school districts in Texas by conducting demographic studies and boundary analysis. After reviewing these options, we have selected to enter into an agreement with Templeton Demographics to support our Task Force work by conducting this study. As a part of their service, Templeton Demographics will be working directly with our District leadership team and our Boundary Analysis and Re-zoning sub-committee. We anticipate a final report and recommendations for consideration to be brought forward to our Board of Trustees by the February Board meeting.

VISD Education Foundation MOU:

The VISD Education Foundation hired a new Executive Director, Robin Harkey, in June 2019. The Memorandum of Understanding between VISD and the VISD Education Foundation had not been updated in seven years. Hence, the perfect opportunity to update the document between VISD and the VISD Education Foundation.

Under Section D. Controls. Item 5: The Foundation shall provide an IRS Form 990 annually to the Board of Trustees, which shall reflect the District’s contributions to the Foundation, and which shall be

reviewed against the District's accounting records to ensure accuracy. The completed Form 990 will be posted on the Foundation's website within one month after filing with the Internal Revenue Service.

COMMUNICATIONS

#VictoriaSAFE:

VISD, the City of Victoria, Victoria Police Department, Victoria College, and University of Houston Victoria are collaborating on a new safety awareness campaign across the community. With the use of #VictoriaSAFE (Safety Awareness for Everyone), residents would be alerted to safety-related incidents and information, along with emergency situations, weather alerts, road construction/delays, campus events, and other such alerts. As the planning of this initiative moves forward, those organizing the campaign will put together an extensive marketing plan so those in the community know to look for the hashtag and the purpose behind it.

Kindness Campaign:

The month of October is National Bullying Prevention Month. Once again, VISD will launch the "Kindness Campaign" during the week of October 21-25, to coincide with Unity Day on October 23rd. We will collect and share messages of kindness among our students, staff, and community to spread the message that bullying is not acceptable in VISD and all students deserve to be safe in school, online, and in the community.

United Way:

VISD will kick off its Annual United Way Giving Campaign on October 14th-25th. Employees are encouraged to support the United Way and its efforts in our community through a one-time donation or monthly pledge. The Victoria County United Way supports various organizations in the community that directly benefit many VISD students. Last year VISD employees contributed more than \$13,000 toward the VCUW's annual goal.

TECHNOLOGY

- The snapshot date for PEIMS is October 25th. The PEIMS data Collection 1 (which is due to TEA on December 5th) represents our data as of the snapshot date.
- Installation of 38 new switches for 8 campuses from our Networking Switches E-Rate project will begin this month.
- We have deployed over 850 new desktops and laptops since August and continue to work on set up and delivery for many other new devices that will replace outdated devices or add devices to campus' digital environment.
- We will begin working with Maintenance to have interactive displays installed at 7 campuses to replace projectors.

Feedback: We want your feedback. [Please use this link](#) to share your thoughts, comments, questions or kudos! This is your report and we want to make it relevant for you. Your feedback will help us on our path of *Continuous Improvement!*