C - 5 SUBJECT: PROPOSED REVISIONS TO BOARD POLICY GKG(LOCAL), COMMUNITY RELATIONS, SCHOOL VOLUNTEER PROGRAM—FIRST READING Houston Independent School District (HISD) Board of Education policy GKG(LOCAL) requires that the district conduct a criminal background check on all campus volunteers. This item proposes that board policy GKG(LOCAL) be revised to include standards for reviewing the criminal history of parents and grandparents who are now automatically deemed ineligible to serve as volunteers on school campuses and on school-sponsored trips.
Response: Michael L Lunceford

G-1 SUBJECT: APPROVAL OF SCHOOL IMPROVEMENT PLANS FOR THE 2015–2016 SCHOOL YEAR In accordance with Texas Education Code Section 11 and Texas Education Code Section 39 subchapter E, schools are required to submit campus performance objectives that are part of the School Improvement Plan (SIP) to the Houston Independent School District (HISD) Board of Education for approval. SIPs are approved by each school’s faculty and Shared Decision Making Committee and are revised annually. The chief school officers and school support officers, in collaboration with the Office of Student Support, are responsible for reviewing schools’ plans and ensuring that they meet all state and local requirements.
Response: Office of Student Support Mark Smith, Chief Student Support Officer

G-3 SUBJECT: APPROVAL OF THE 2016–2017 ACADEMIC CALENDAR This item seeks approval of the Houston Independent School District (HISD) 2016–2017 academic calendar. The calendar was developed by the District Calendar Committee and the District Advisory Committee, which are comprised of parents, community members, teachers, principals, employee-organization representatives, and central office administrators. (See attachment).
Response: Office of Student Support Mark Smith, Chief Student Support Officer

G-4 SUBJECT: APPROVAL OF FALL 2015 CLASS-SIZE WAIVER REQUESTS FOR TRANSMITTAL OF REPORT TO THE TEXAS EDUCATION AGENCY Each school district in Texas is required to conduct a class-size enrollment survey for grades kindergarten through four. If any section in grades kindergarten through four exceeds the allowable class-size limit of 22 students per teacher, the Houston Independent School District (HISD) must submit a class-size waiver request. (See attachments)
Response: Office of Student Support Mark Smith, Chief Student Support Officer

H-1 SUBJECT: APPROVAL OF MATH FELLOWS’ INCENTIVE PROGRAM FOR THE 2015–2016 SCHOOL YEAR (See attachments)
Response: Chief Human Resources Office, Gloria Cavazos

H-2 SUBJECT: APPROVAL OF ASPIRE AWARD PROGRAM FOR TEACHERS, SCHOOL LEADERS, AND CAMPUS-BASED STAFF MEMBERS FOR THE 2015–2016 SCHOOL YEAR (See attachments)
Response: Chief Human Resources Office, Gloria Cavazos
H-3  SUBJECT: APPROVAL OF PERFORMANCE PAY PROGRAM FOR THE CHIEF
SCHOOL OFFICERS AND SCHOOL SUPPORT OFFICERS FOR THE
2015–2016 SCHOOL YEAR (See attachments)
Response: Chief Human Resources Office, Gloria Cavazos

H-4  SUBJECT: APPROVAL OF CERTIFIED TEACHER APPRAISAL AND DEVELOPMENT SYSTEM
APPRAISERS FOR SCHOOL YEAR 2015–2016 Annually, efforts are made to ensure that the
district maintains qualified teacher appraisers who meet specific training and certification
requirements and who are assigned to an appropriate position as indicated in
DNA(REGULATION) The purpose of this agenda item is to seek board approval for those school-
based individuals who have met the local appraiser certification requirements to appraise teachers
for the school year 2015–2016 The list of certified appraisers is on file in Human Resources.
Response: Chief Human Resources Office, Gloria Cavazos

H-5  SUBJECT: APPROVAL OF INCENTIVE PAYMENT PROGRAM FOR APOLLO AND APOLLO-
LIKE SCHOOL PRINCIPALS, SCHOOL SUPPORT OFFICERS, AND ACADEMIC PROGRAM
MANAGERS FOR THE 2015–2016 SCHOOL YEAR
Response: Chief Human Resources Office, Gloria Cavazos

HOUSTON FEDERATION OF TEACHERS ITEMS:

1. **Excessive/Redundant Paperwork at Ortiz MS**

   We have attached two forms from Ortiz MS that ask teachers to provide information to the administration that any
   administrator can easily pull off of grade speed Redundant paper work is forbidden by TEC 11 164 (attached)
   Response: Office of School Support

2. **Classroom interruptions by SSO’s**

   We’ve received numerous concerns from two middle schools Ortiz MS and Hogg MS about SSO’s brng teams of
   administrators to observe classes These observations often include questioning of the teacher and the students We
   were under the impression that all classroom visits were to be done without disrupting the flow of the lesson
   Response: Office of School Support

3  **Lesson Plans**

   We continue to receive complaints regarding excessively long lesson plans We can bring these into consultation all
   year and deal with them on an individual basis or HISD can get the word out to principals that lesson plan
   requirements that go beyond “brief and general” and require more information than what is actually taught in that
   lesson will not be tolerated As we stated last month there must be clarty on this issue or each building principal will
   feel free to include items that are not required This will gain nothing as we will continue to have to brng lesson plan
   templates into consultation to clear up vagueness that this paragraph seems to invite
   Response: Office of School Support

CONGRESS OF HOUSTON TEACHERS ITEMS:
No items submitted
Office of the Superintendent of Schools
Board of Education Meeting of October 15, 2015

Office of the Board of Education
Michael L Lunceford

SUBJECT  PROPOSED REVISIONS TO BOARD POLICY GKG(LOCAL), COMMUNITY RELATIONS, SCHOOL VOLUNTEER PROGRAM—FIRST READING

Houston Independent School District (HISD) Board of Education policy GKG(LOCAL) requires that the district conduct a criminal background check on all campus volunteers. This item proposes that board policy GKG(LOCAL) be revised to include standards for reviewing the criminal history of parents and grandparents who are now automatically deemed ineligible to serve as volunteers on school campuses and on school-sponsored trips.

Because parents/grandparents who have felony convictions are not eligible to volunteer in schools, this item will authorize the implementation of a parent volunteer review process. The administration will review and revise the current GKG1(REGULATION) and implement a criminal-history review process similar to the current process for applicants for employment with the district and district employees.

To implement that objective, revised GKG(LOCAL) will require consideration of the following factors:

1. The nature of the offense,
2. The age of the person when the crime was committed,
3. The date of the offense and how much time has elapsed,
4. The adjudication of the offense (e.g., whether the person was found guilty by a trier of fact, pled guilty, entered a no-contest plea, or received deferred adjudication),
5. The accuracy of the person's disclosure of his or her criminal history on HISD forms,
6. The effect of the conduct on the overall educational environment,
7. Whether the offense under the current penal code would be the same degree of offense,
8. Any further information provided by the person concerning his or her criminal history records, and
9. Any other information obtained by the district regarding the applicant's/employee's criminal history record.

The proposed changes are noted in the attached revised policy.

COST/FUNDING SOURCE(S) None
STAFFING IMPLICATIONS  None

ORGANIZATIONAL GOALS/IMPACT  This agenda item supports HISD Goal 4 Increase Management Effectiveness and Efficiency and aligns to Core Initiative 5 Culture of Trust through Action

THIS ITEM DOES REQUIRE CONSULTATION

THIS ITEM DOES MODIFY BOARD POLICY

RECOMMENDED  That the Board of Education accepts the proposed revisions to Board Policy GKG(LOCAL), Community Relations, School Volunteer Program, on first reading
Office of the Superintendent of Schools  
Board of Education Meeting of October 15, 2015

Office of Student Support  
Mark Smith, Chief Student Support Officer

SUBJECT  APPROVAL OF SCHOOL IMPROVEMENT PLANS FOR THE 2015–2016 SCHOOL YEAR

In accordance with Texas Education Code Section 11 and Texas Education Code Section 39 subchapter E, schools are required to submit campus performance objectives that are part of the School Improvement Plan (SIP) to the Houston Independent School District (HISD) Board of Education for approval. SIPs are approved by each school’s faculty and Shared Decision Making Committee and are revised annually. The chief school officers and school support officers, in collaboration with the Office of Student Support, are responsible for reviewing schools’ plans and ensuring that they meet all state and local requirements.

Each school has prepared an executive summary of its SIP that includes condensed information about the school, the targeted areas of need, and the goals, objectives, and major strategies.

A copy of each SIP executive summary is on file in Board Services.

COST/FUNDING SOURCE(S)  None

STAFFING IMPLICATIONS  None

ORGANIZATIONAL GOALS/IMPACT  This agenda item supports HISD Goal 1: Increase Student Achievement and is aligned to Core Initiative 3: Rigorous Instructional Standards and Supports.

THIS ITEM DOES REQUIRE CONSULTATION

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY

RECOMMENDED  That the Board of Education approves the campus executive summaries of School Improvement Plans for the 2015–2016 school year, effective October 16, 2015
Office of the Superintendent of Schools  
Board of Education Meeting of October 15, 2015

Office of Student Support  
Mark Smith, Chief Student Support Officer

SUBJECT  APPROVAL OF THE 2016–2017 ACADEMIC CALENDAR

This item seeks approval of the Houston Independent School District (HISD) 2016–2017 academic calendar. The calendar was developed by the District Calendar Committee and the District Advisory Committee, which are comprised of parents, community members, teachers, principals, employee-organization representatives, and central office administrators.

In developing the calendar, the committees reviewed and confirmed the following five guiding principles, which were initially established in 2007:

- Maximize the number of instructional days prior to testing
- Align the K–12 calendar to higher education calendars
- Extend the second semester to account for the number of instructional days used for testing
- Establish a two-week winter break
- Recognize traditional HISD holidays

The features of the proposed 2016–2017 calendar include:

- 175 days of instruction and 12 service/preparation days for teachers
- August 22, 2016, as the first day of instruction for students and May 25, 2017, as the last day of instruction for students
- Five early dismissal days: September 21, October 11, and November 16, 2016, and January 25 and February 22, 2017
- The following holidays:
  - Labor Day: September 5, 2016
  - Fall Holiday: October 12, 2016
  - Thanksgiving: November 23–25, 2016
  - Martin Luther King, Jr., Holiday: January 16, 2017
  - Spring Break: March 13–17, 2017
  - Spring Holiday: April 24, 2017

The proposed calendar for school year 2016–2017 is attached.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports HISD Goal 1. Increase Student Achievement and is not
aligned to a core initiative, but is ministerial for compliance purposes only

THIS ITEM DOES REQUIRE CONSULTATION

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY

RECOMMENDED That the Board of Education approves the HISD 2016–2017 school calendar, effective October 16, 2015

Page 2 of 2
Office of the Superintendent of Schools
Board of Education Meeting of October 15, 2015

Office of Student Support
Mark Smith, Chief Student Support Officer

SUBJECT  APPROVAL OF FALL 2015 CLASS-SIZE WAIVER REQUESTS FOR TRANSMITTAL OF REPORT TO THE TEXAS EDUCATION AGENCY

Each school district in Texas is required to conduct a class-size enrollment survey for grades kindergarten through four. If any section in grades kindergarten through four exceeds the allowable class-size limit of 22 students per teacher, the Houston Independent School District (HISD) must submit a class-size waiver request. Class-size waivers may be granted by the Commissioner of Education only in cases of hardship. HISD is required to document its efforts to alleviate the existing hardship(s) with the class-size waiver request. Class-size surveys conducted on September 28, 2015, were used to determine the number of waivers needed. The waiver report, which includes the class-size waiver requests and the class-size reduction plan, must be approved by the Board of Education before it is submitted to the Texas Education Agency.

A class-size waiver document is on file in Board Services.

COST/FUNDING SOURCE(S)  None

STAFFING IMPLICATIONS  None

ORGANIZATIONAL GOALS/IMPACT  This agenda item supports HISD Goal 1 Increase Student Achievement and is aligned to Core Initiative 1 Effective Teacher in Every Classroom. The number of waivers requested indicates the need for additional teachers and classroom space to meet the state mandate.

THIS ITEM DOES REQUIRE CONSULTATION

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY

RECOMMENDED  That the Board of Education approves the 2015–2016 class-size waiver requests for transmittal to the Texas Education Agency, effective October 16, 2015.

Page 1 of 1
FILLER

Office of the Superintendent of Schools
Board of Education Meeting of October 15, 2015

Office of Human Resources
Gloria Cavazos, Chief Human Resources Officer

SUBJECT  APPROVAL OF MATH FELLOWS’ INCENTIVE PROGRAM FOR THE 2015–2016 SCHOOL YEAR

This item is in development

COST/FUNDING SOURCE(S) The total cost for this program will not exceed $XXXXXX, plus fringe
The funding for this program will come from XXXXXXX

STAFFING IMPLICATIONS None

ORGANIZATIONAL GOALS/IMPACT This agenda item supports HISD Goal 1 Increase Student Achievement, HISD Goal 2 Improve Human Capital, HISD Goal 5 Improve Public Support and Confidence in Schools, and HISD Goal 6 Create a Positive District Culture. The item is aligned to Core Initiative 3 Rigorous Instructional Standards and Supports and Core Initiative 4 Data Driven Accountability

THIS ITEM DOES REQUIRE CONSULTATION

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY

RECOMMENDED That the Board of Education approves the 2015–2016 Math Fellows’ Incentive Program, effective October 16, 2015
Office of the Superintendent of Schools
Board of Education Meeting of October 15, 2015

Office of Human Resources
Gloria Cavazos, Chief Human Resources Officer

SUBJECT APPROVAL OF ASPIRE AWARD PROGRAM FOR TEACHERS, SCHOOL LEADERS, AND CAMPUS-BASED STAFF MEMBERS FOR THE 2015–2016 SCHOOL YEAR

This item is still in development

COST/FUNDING SOURCE(S) The total cost for this program will not exceed $XXXXXX
The funding for this program will come from XXXXXXX

STAFFING IMPLICATIONS None

ORGANIZATIONAL GOALS/IMPACT This agenda item supports HISD Goal 1 Increase Student Achievement, HISD Goal 2 Improve Human Capital, HISD Goal 5 Improve Public Support and Confidence in Schools, and HISD Goal 6 Create a Positive District Culture
The item is aligned to Core Initiative 1 Effective Teacher in Every Classroom and Core Initiative 4 Data Driven Accountability

THIS ITEM DOES REQUIRE CONSULTATION

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY

RECOMMENDED That the Board of Education approves the 2015–2016 ASPIRE Award Program for teachers, school leaders, and campus-based staff members, effective October 16, 2015
FILLER

Office of the Superintendent of Schools
Board of Education Meeting of October 15, 2015

Office of Human Resources
Gloria Cavazos, Chief Human Resources Officer

SUBJECT APPROVAL OF PERFORMANCE PAY PROGRAM FOR THE CHIEF SCHOOL OFFICERS AND SCHOOL SUPPORT OFFICERS FOR THE 2015–2016 SCHOOL YEAR

This item is still in development

COST/FUNDING SOURCE(S) The total cost for this program will not exceed $XXXXXX, plus fringe
The funding for this program will come from XXXXXXX

STAFFING IMPLICATIONS None

ORGANIZATIONAL GOALS/IMPACT This agenda item supports HISD Goal 1 Increase Student Achievement, HISD Goal 5 Improve Public Support and Confidence in Schools, and HISD Goal 6 Create a Positive District Culture and is aligned to Core Initiative 4 Data-Driven Accountability

THIS ITEM DOES REQUIRE CONSULTATION

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY

RECOMMENDED That the Board of Education approves the proposed 2015–2016 Performance-Pay Model for the Chief School Officers and School Support Officers, effective October 16, 2015.
Office of the Superintendent of Schools  
Board of Education Meeting of October 15, 2015

Office of Human Resources  
Gloria Cavazos, Chief Human Resources Officer

SUBJECT  APPROVAL OF CERTIFIED TEACHER APPRAISAL AND DEVELOPMENT SYSTEM APPRAISERS FOR SCHOOL YEAR 2015–2016

Annually, efforts are made to ensure that the district maintains qualified teacher appraisers who meet specific training and certification requirements and who are assigned to an appropriate position as indicated in DNA(REGULATION) The purpose of this agenda item is to seek board approval for those school-based individuals who have met the local appraiser certification requirements to appraise teachers for the school year 2015–2016 The list of certified appraisers is on file in Human Resources

COST/FUNDING SOURCE(S)  None

STAFFING IMPLICATIONS  None

ORGANIZATIONAL GOALS/IMPACT  This agenda item supports HISD Goal 1 Increase Student Achievement and Goal 2: Improve Human Capital, and is aligned to Core Initiative 1 Effective Teacher in Every Classroom, Core Initiative 2 Effective Principal in Every School, and Core Initiative 3 Rigorous Instructional Standards and Supports

THIS ITEM DOES REQUIRE CONSULTATION

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY

RECOMMENDED  That the Board of Education approves the certified teacher appraisal and development system appraisers for school year 2015–2016, effective October 16, 2015
Office of the Superintendent of Schools  
Board of Education Meeting of October 15, 2015

Office of Human Resources  
Gloria Cavazos, Chief Human Resources Officer

**SUBJECT**  
APPROVAL OF INCENTIVE PAYMENT PROGRAM FOR APOLLO AND APOLLO-LIKE SCHOOL PRINCIPALS, SCHOOL SUPPORT OFFICERS, AND ACADEMIC PROGRAM MANAGERS FOR THE 2015–2016 SCHOOL YEAR

This item is still in development

**COST/FUNDING SOURCE(S)**  
The total cost for this program will not exceed $XXXXXX, plus fringe  
The funding for this program will come from XXXXXXX

**STAFFING IMPLICATIONS**  
None

**ORGANIZATIONAL GOALS/IMPACT**  
This agenda item supports HISD Goal 1: Increase Student Achievement, Goal 2: Improve Human Capital, Goal 5: Improve Public Support and Confidence in Schools, and Goal 6: Create a Positive District Culture, and is aligned to Core Initiative 2: Effective Principal in Every School and Core Initiative 4: Data-Driven Accountability

**THIS ITEM DOES REQUIRE CONSULTATION**

**THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY**

**RECOMMENDED**  
That the Board of Education approves the 2015–2016 Incentive Payment Program for Apollo and Apollo-like School principals, school support officers, and academic program managers, effective October 16, 2015
ORTIZ MIDDLE SCHOOL
FAILURE INTERVENTION FORM

Grade Level:__________________________  Progress/End of Cycle: 1 2 3 4 5 6

Teacher:________________________________ CIRCLE ONE: PROGRESS REPORT / REPORT CARD

Directions: List the names of students who fail to meet passing (grading) standards for progress/end of cycle by posting actual grades and interventions.

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<tr>
<th>STUDENT</th>
<th>READING</th>
<th>ENGLISH</th>
<th>MATH</th>
<th>SOCIAL STUDIES</th>
<th>SCIENCE</th>
<th>ELECTIVE</th>
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FAILURE IS NOT AN OPTION

Teacher Name: 
Subject: 
Grade: 

Six Weeks: 1 2 3 4 5 6

Please list # of students for each class period.

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<th>CLASS PERIOD</th>
<th># Of Students in class</th>
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REASONS FOR STUDENT FAILURE

- Quizzes
- Homework
- Tests
- Class Participation

Other (Specify)

INTERVENTIONS IMPLEMENTED

- Re-Teach
  - Before or After school tutorials
  - Homework
- Differentiation

Other (Specify)