

HITCHCOCK INDEPENDENT SCHOOL DISTRICT
District Improvement Plan 2015 - 2016

Fall 2015 to Spring 2016

Hitchcock Independent School District



District Improvement Plan

2015 - 2016

Review Dates: September 21, 2015 November 16, 2016
February 1, 2016 March 28, 2016

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Approval BOT: October 20, 2015

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Texas Public Education Mission Statement

The mission of the public education system of this state is to ensure that all Texas children have access to a quality education that enables them to achieve their potential and fully participate now and in the future in the social, economic, and education opportunities of our state and nation. That mission is grounded on the conviction that a general diffusion of knowledge is essential for the welfare of this state and for the preservation of the liberties and rights of citizens. It is further grounded on the conviction that a successful public education system is directly related to a strong, dedicated, and supportive family; and that parental involvement in the school is essential for the maximum educational achievement of a child.

Texas Public Education Goals

The students in the public education system will demonstrate exemplary performance in:

- reading and writing of the English language
- understanding of mathematics
- understanding of science
- understanding of social studies

Texas Public Education Objectives

1. Parents will be full partners with educators in the education of their child.
2. Students will be encouraged and challenged to meet their full educational potential.
3. Through enhanced dropout prevention efforts, all students will remain in school until they obtain a high school diploma.
4. A well-balanced and appropriate curriculum will be provided to all students.
5. Qualified and highly effective personnel will be recruited, developed, and retained.
6. The state's students will demonstrate exemplary performance in the comparison to national and international standards.
7. School campuses will maintain a safe and disciplined environment conducive to student learning.
8. Educators will keep abreast of the development of creative and innovative techniques to improve student learning.
9. Technology will be implemented and used to increase the effectiveness of student learning, instructional management, staff development, and administration.

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Hitchcock I.S.D. Mission Statement

The mission of the Hitchcock Independent School District is to produce contributing citizens prepared for lifelong learning, believing in our country, themselves, and their fellow man in our ever-changing world by providing a personalized, yet diversified, quality education through varied learning experiences with pride, participation, and performance in partnership with our community.

Statement of Beliefs

We believe that:

- Each student deserves access to a world-class education.
- Education is a joint partnership between family, school, and community.
- Relationships are the foundation for meaningful teaching and learning.
 - Learning can occur any time, any place, and at any pace.
- Providing diverse learning opportunities promotes individual success.
 - Excellence is worth the effort.
 - High expectations drive performance.
 - Diversity strengthens our community.
- The measure of success of any community is the success of its children.
 - Communication with all stakeholders develops unity.
 - Every person is responsible to be a continuous lifelong learner.
 - Innovation requires a commitment to bold ideas.

2015 - 2016 District Goals

- Goal 1: Make academic achievement and student performance the primary priority of Hitchcock ISD.**
- Goal 2: Recruit and retain high quality personnel reflective of and responsive to the district's diverse community.**
- Goal 3: Maintain a safe and disciplined environment conducive to learning.**
- Goal 4: Maximize fiscal responsibility to provide for operational effectiveness and facility maintenance.**
- Goal 5: Actively promote a sense of community and shared direction.**
- Goal 6: Maintain facilities in a manner that promotes learning.**

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Name		Location	Title		Name		Location	Title
Allen	Larry	CMS Principal	Administration		Lara	Elessa	Stewart Elementary	Teacher
Armacost	Chris	Central Office	Technology Dir		Leggett	Janice	Crosby Middle School	Administration
Crayton	Betty	Crosby Middle School	Staff		Line	Donette	Stewart Elementary	Administration
Crowell	Michelle	Crosby Middle School	Teacher		McMillan	Chelsea	Hitchcock Primary	Teacher
Cruse	Kathy	Texas First Bank	Community		Norris	Lily	Stewart Elementary	Staff
Dotson	Lawarn	Head Start	Teacher		Peters	David	Hitchcock High School	Teacher
Edmundson	Kellie	Hitchcock High School	Administration		Robert	Albah	Hitchcock High School	Counselor
Egana	Monique	Crosby Middle School	Counselor		Sheppard	Kristie	Central Office	Clerical
Faour	Patrick	Hitchcock Primary	Administration		Smith	LaDell	Hitchcock High School	Teacher
Gaines	Ethel	Head Start	Administration		Steinbauer	Stephen	Stewart Elementary	Teacher
Griffith	Jo Ann	Head Start	Teacher		Turner	Selma	Community	Parent
Guerra	Evangelina	Central Office	Administration		Vaughn	Traci	GGCC	ARD Specialist
Havranek	Alicia	Stewart Elementary	Teacher					
Hubbell	Andrew	Hitchcock High School	Teacher					
Jenkins	Rita	Community	Parent					
Jones	Pam	Hitchcock Primary	Teacher					

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DISTRICT GOAL1: Make academic achievement and student performance the primary priority of Hitchcock ISD.

Objective 1: Hitchcock ISD attendance rate will be at least the state average or higher.
Objective 2: Hitchcock ISD will meet or exceed the state standards in academic performance by campuses, sub populations and individual students for the 2015-2016 school year.
Objective 3: Hitchcock ISD will increase the Career and Technical Education enrollment by 5 % for the purpose of gaining workforce readiness.
Objective 4: Hitchcock ISD will prepare students to think critically and become highly successful in their area of choice.
Objective 5: Hitchcock ISD will provide a foundation in reading, math, and writing for all students.
Objective 6: Hitchcock ISD will create an academic culture that promotes competition, rigor, and relevance equipping students with the skills needed to compete in the 21st century marketplace.

Superintendent: Carla Vickroy

STRATEGIES	STAFF/OTHER PERSONS RESPONSIBLE	FUNDING SOURCE	TIMELINE START/ END	RESOURCES NEEDED: HUMAN MATERIAL, FISCAL	EVIDENCE OF MONITORING/ EVALUATION	SUMMATIVE REVIEW (Make note of progress)
Develop a motivational plan to increase student daily attendance.	Principals CIP Committee Members	Local / 199 Title I / 211-	Monthly	Attendance Clerks, Awards	Monthly attendance reports	In Progress
Continue the phone calls made to students who miss 3 or more consecutive days.	Teachers	None	Aug 2015- June 2016	Teachers, Attendance records	Call logs and improvement in attendance	In Progress
Continue using of the district-wide automated call out system to call parents of absent students.	Attendance Clerks	None	Aug 2015- June 2016	Automated call out system	Monthly attendance reports from each campus	In Progress
Send attendance letters after student misses 4 days of school	Attendance Clerks	None	Aug 2015- June 2016	Attendance Clerks Counselors TxEIS	Improvement in attendance	In Progress

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Continue to implement the Hitchcock ISD Campus Attendance Committees.	Administrators	None	September 2015-June 2016	Attendance Reports	Minutes	In Progress
Make home visits to students with excessive absences.	Administrators Police Officer	None	As needed	Attendance records Warning letters	Home visit logs	In Progress
Continue implementation of the Fundamental 5	Administrators Teachers	Local / 199- Title I / 211- Title II / 255-	Aug 2015- June 2016	Fundamental 5 Professional Development, Books	Lesson Plans Walk-throughs	In Progress
Increase student engagement and performance	Teachers	Local / 199- Title I / 211- Title II / 255- Title III / 263	Aug 2015- June 2016	Supplies Materials Technology	Lesson Plans Walk-throughs Assessment Data	In Progress
Continue implementation of TEKS Resource System.	Administrators Teachers	Title I / 211-	Aug 2015- June 2016	TEKS Professional Development and Website	Lesson Plans Walk-throughs	In Progress
Utilize curriculum based assessments	Teacher Administrators	Local / 199-	Each six weeks	Curriculum Based Assessments	Data disaggregation on assessment results	In Progress
Continue the consistent measurement system of student progress by grade level and course.	Teachers Administrators Counselors	Local / 199-	Each six weeks	Student tracking form	Progress made on tracking forms, AWARE	In Progress

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Research on a consistent K-12 district-wide writing program that addresses the needs per grade level.	Administrators Teachers	Local / 199- Title I / 211- Title II / 255 Title III / 263	Aug 2015- June 2016	Writing program – Units of Study	Lesson plans Walk-throughs	In Progress
Provide research based and differentiation instruction to ELL students.	ESL teachers Administrators,	Title III / 263	Aug 2015- June 2016	Rosetta Stone Star Fall ESL Adoptions	Lesson plans Professional Development Certificates	In Progress
Provide after school tutorials	Teachers Administrators	Local / 199- Title I / 211- Title III / 263	September 2015-June 2016	Extra Instructional Materials	Student Progress	In Progress
Increase the number of certified ESL teachers and administrators	Administrators Teachers	Title III	September 2015-June 2016	Test cost reimbursement after passing	Test Score	In Progress
Increase the number of GT teachers and administrators	Administrators Teachers	Local / 199-	September 2015-June 2016	GT Training	Certificates	In Progress
Continuation of Response To Intervention (RTI) at the district level	Administrators Teachers Counselors	Local / 199-	August 2015- June 2016	RTI Universal Screener	Reports	In Progress
Implementation of ESPED software for 504 students	Administrators Counselors	Local / 199-	As needed	ESPED	Reports	In Progress

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DISTRICT GOAL 2: Recruit and retain high quality personnel reflective of and responsive to the district's diverse community.

OBJECTIVE 1: Hitchcock ISD will increase faculty and staff job satisfaction.

OBJECTIVE 2: Hitchcock ISD will reduce faculty turnover by 8%.

Superintendent: Carla Vickroy

STRATEGIES	STAFF/OTHER PERSONS RESPONSIBLE	FUNDING/SOURCE	TIMELINE START/END	RESOURCES NEEDED: HUMAN MATERIAL, FISCAL	EVIDENCE OF MONITORING/EVALUATION	SUMMATIVE REVIEW (Make note of progress)
Back to School Convocation that inspires and motivates teachers.	Superintendent	Title II / 255-	August 2015	Decorations, breakfast	Job Satisfaction Teacher Retention	Completed
Continue the awards program to honor teachers with years of service in the district.	Superintendent	Local / 199-	April 2016	Awards District Website	Teacher Retention	In Progress
Design and implement an Attendance Incentive Program	Superintendent Administrators	Local / 199-	On-going	Incentives	Decrease Teacher absences	In Progress
Develop strategies to attract and retain highly qualified teachers.	Superintendent Administrators	Local / 199-	On-going	NCLB HQ guidelines	100% highly qualified teachers	In Progress

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Develop and implement a retention program for teachers.	Superintendent Administrators	Local / 199- Title I / 211- Title II / 255 Title III / 263	August 2015- June 2016	New Teacher Training Mentors	Increase in retention of teachers	In Progress
Provide New Employee Orientation before school starts.	Superintendent Administrators	Local / 199-	August 2015- June 2016	New Employee Orientation Computers	Sign In Sheets	In Progress
Provide a mentor to all new teachers.	Administrators	Local / 199-	August 2015- June 2016	Mentor Teacher	Assignment of Mentor Teacher Increase in teacher retention	In Progress
Continue to implement a Sick Leave Bank Policy.	Superintendent Finance Manager Benefits Coordinator	Local / 199-	September 2015	Training for staff, Guidelines for staff	Increase in retention of teachers	In Progress
Superintendent will meet with all new hires	Superintendent	None	On-going	None	Increase in retention of teachers.	In Progress
Salary Increase for the 2015-2016 school year	Superintendent Finance Director	Local / 199- Title I / 211- Title II / 255-	School year 15-16	Local and federal funding	Increase in retention of teachers	Completed

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Offer professional development and professional development supplies to support high quality teaching	Superintendent Administrators	Local / 199 Title I / 211 Title II / 255	School year 15-16	Local and federal funding	Job satisfaction Increase in teacher retention	In Progress
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DISTRICT GOAL 3: Maintain a safe and disciplined environment conducive to learning.

OBJECTIVE 1: Hitchcock ISD will encourage students to participate in either a co-curricular and/or extra-curricular activity.
OBJECTIVE 2: Hitchcock ISD will develop a very powerful anti-bullying program and anti-bullying awareness campaign at all Hitchcock ISD campuses.
OBJECTIVE 3: Hitchcock ISD will form/retain peer mediation groups.
OBJECTIVE 4: Hitchcock ISD extracurricular programs will be designed to develop discipline, character, leadership, integrity and a winning attitude in all students.

Superintendent: Carla Vickroy

STRATEGIES	STAFF/OTHER PERSONS RESPONSIBLE	FUNDING/SOURCE	TIMELINE START/END	RESOURCES NEEDED: HUMAN MATERIAL, FISCAL	EVIDENCE OF MONITORING/EVALUATION	SUMMATIVE REVIEW (Make note of progress)
Develop programs at lower levels to teach anti-bullying strategies.	Administrators Counselors	Local / 199-	August 2015- June 2016	Possible funding	Decrease in student bullying	In Progress
Develop a reward system for students exhibiting appropriate behavior to reinforce positivity	Administrators Teachers	Local / 199-	August 2015- June 2016	Materials for rewards.	Increase in positive student behavior	In Progress
Develop clubs at all grade levels that tap into students' talents and interests.	Administrators Teachers	Local / 199-	August 2015- June 2016	Materials for clubs	Increase in participation	In Progress

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Develop additional curriculum choices to allow students to take part in smaller classes designed to encourage positive behaviors and reduce disruptions in the classroom.	Superintendent, Administrators	Local / 199	On going	New Hires	Increase positive behaviors	In Progress
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DISTRICT GOAL 4: Maximize fiscal responsibility to provide for operational effectiveness and facility maintenance.

<p>OBJECTIVE 1: Hitchcock ISD will strive to maintain platinum star rating. OBJECTIVE 2: Hitchcock ISD will cross-train office staff to maintain continuity and flow. OBJECTIVE 3: Hitchcock ISD will seek innovative avenues to increase funding revenue. OBJECTIVE 4: Hitchcock ISD will fully implement and maintain an automative maintenance scheduling program. OBJECTIVE 5: Hitchcock ISD will maintain financial solvency and fund balance. OBJECTIVE 6: Hitchcock ISD will ensure ample resources are allocated to personnel, student programs and curriculum. OBJECTIVE 7: Hitchcock ISD will utilize tax dollars in a transparent and efficient manner to honor the public trust.</p>	<p>Superintendent: Carla Vickroy</p>
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STRATEGIES	STAFF/OTHER PERSONS RESPONSIBLE	FUNDING/SOURCE	TIMELINE START/END	RESOURCES NEEDED: HUMAN MATERIAL, FISCAL	EVIDENCE OF MONITORING/EVALUATION	SUMMATIVE REVIEW (Make note of progress)
Continue the marketing plan including: <ul style="list-style-type: none"> • advertising on school buses and white district vehicles • advertising signs at the stadium and in the gyms • advertise on the back of tickets • advertise on the district website 	Superintendent Administrators, Finance Manager	Local / 199-	August 2015- June 2016	Materials for advertising, community support	Increase in revenue	In Progress
Hitchcock ISD Education Foundation.	Superintendent, Board of Trustees Community HISD Staff	Local / 199-	August 2015- June 2016	Committee members	Formative of an Education Foundation	In Progress

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Cross train personnel to perform other duties in case of extenuating circumstance to continue the operational process	Central Office Staff	Local / 199-	Annually	Training Materials	Have all accounts up to date	In Progress
Continue using the maintenance work order software	Maintenance Department	Local / 199-	August 2015- June 2016	Software	Maintain facilities on an operational level	In Progress
Continue looking for grant opportunities	Curriculum and Federal Programs Department	Grant funds	On going	Internet	Grant proposals	In Progress
Continue to make all financial information available on District web site.	Finance Department	None	On going	Human	Maintaining Platinum Status	In Progress
Continue allocating Federal and Local funding to campuses according to enrollment and students needs based on data analysis	Administrators, Director of Curriculum and Director of Finance	None	On going	Human	Annual Audit	In Progress

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DISTRICT GOAL 5: Actively promote a sense of community and shared direction.

OBJECTIVE 1: Hitchcock ISD will increase student enrollment by at least 10% using community/parent involvement.

OBJECTIVE 2: Hitchcock ISD will encourage employees to participate in community activities and events.

OBJECTIVE 3: Hitchcock ISD will support community and youth leagues, specifically in the area of allowing HISD facilities usage to groups primarily consisting of Hitchcock students.

Superintendent: Carla Vickroy

STRATEGIES	STAFF/OTHER PERSONS RESPONSIBLE	FUNDING/SOURCE	TIMELINE START/END	RESOURCES NEEDED: HUMAN MATERIAL, FISCAL	EVIDENCE OF MONITORING/EVALUATION	SUMMATIVE REVIEW (Make note of progress)
Continue to update district webpage on a frequent basis to reflect information about the district.	Director of Technology	Local / 199-	On going	Web page, technology	Updated information	In Progress
Send written communication in a timely manner to parents.	Teachers Central Office Administrators	Title I / 211-	On-going	Computer, printer, paper	Copy of communication	In Progress
Utilize the district marquee to inform parents of school information.	Administrator Secretary or Designee	None	On-going	Marquee, letters	Updated marquees	In Progress
Provide multiple opportunities for parental involvement.	Administrators Teachers Central Office	Local / 199- Title I / 211-	On going	Materials for parent programs.	Sign-In sheets agendas	In Progress

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Hitchcock ISD Facebook Page	Technology Department	None	On going	Technology	Facebook posts	In Progress
Hire a professional staff member on each campus to be the Public relations person that submits articles and pictures to the media and the district website.	Campus PR person	Local / 199-	August 2015	Camera, computer	Increase in public relations articles	Completed
Participate in community festival, Good Ole Days	HISD Personnel	None	August 2015	Human	Participation	Completed
Participation in Home Coming and Christmas parade.	HISD Personnel	None	October 2015 December 2015	Administration Teachers	Participation In the parade	Completed
Continue allowing community groups to fill out the use of facilities form to promote community events and sports	District Receptionist	None	On going	Community	Forms	In Progress

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DISTRICT GOAL 6: Maintain facilities in a manner that promotes learning.

OBJECTIVE 1: Hitchcock ISD will maintain facilities that are efficient, highly functional and inviting.

OBJECTIVE 2: Hitchcock ISD will provide facilities that are safe, secure and conducive to learning.

OBJECTIVE 3: Hitchcock ISD will provide facilities that are sufficient for all student programs and student growth

Superintendent: Carla Vickroy

STRATEGIES	STAFF/OTHER PERSONS RESPONSIBLE	FUNDING/SOURCE	TIMELINE START/END	RESOURCES NEEDED: HUMAN MATERIAL, FISCAL	EVIDENCE OF MONITORING/EVALUATION	SUMMATIVE REVIEW (Make note of progress)
Maintain energy efficient lighting outside of all District facilities	Technology/Maintenance Department	Local / 199-	On going	Human, lights, equipment	Outside lighting	In Progress
Maintain energy efficient lighting inside of all District facilities	Technology Department/Maintenance Department	Local / 199-	On going	Human, lights	Inside lighting	In Progress
Maintain air conditioning/heating units at all District facilities	Technology/Maintenance Department	Local / 199-	On going	Human, parts, equipment	Coolness, warmness of buildings	In Progress
Lawn mowing and weed eating at all District facilities.	Maintenance Department	Local / 199-	On going	Human, equipment	Lawns maintained	In Progress
Painting where needed at all District Facilities	Maintenance Department	Local / 199-Possible Grant	On going	Human, supplies	Buildings painted	In Progress

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COMPREHENSIVE NEEDS ASSESSMENT INFORMATION

Hitchcock ISD serves approximately 1637 students in grades EE to 12th. The student population is represented by 45.2% African Americans, 28.0% Hispanic, 24.3% White, 0.12% American Indian, 0.24% Asian, and 0% Pacific Islander. The low socio-economic status is 79.6% and continues to rise each year. The average daily attendance rate for students is 92.62%. The annual dropout rate for grades 9 – 12 is 5.8%.

Hitchcock ISD serves approximately 97 Limited English Proficient students, 47 Gifted and Talented students, 309 Career and Technical students and 150 Special Education students.

The staff population is made up of 30.5% African American, 10.9% Hispanic, 55.7% White, 0.4% American Indian, and 0.9% Asian. Males make up 22.27% of the staff and females make up 77.73%. The average years of experience for staff is 10 years.

The District Advisory Committee looked at the following data in order to determine the strengths and needs of the district:

Developmental Reading Assessment, STAAR, EOC, AMAOs, TELPAS, attendance (students and staff), benchmark tests, TAPR reports, highly qualified data, PBMAS performance indicators, discipline referrals, and special program effectiveness (At-Risk, Career and Technical, ESL/Bilingual, Gifted and Talented, and Special Education).

Committees were formed to look for areas of strengths and needs. The data indicated:

Student Strengths and Needs

Strengths:

- Participation in state assessments
- Increased number of students enrolled in dual credit classes
- Increased number of students enrolled in career and technology courses

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Needs:

- Intervention in basic skills
- Increase writing level
- Differentiated instruction

Staff Strengths and Needs

Strengths:

- All campuses were rated academically acceptable.
- Data driven
- Highly qualified staff

Needs:

- Professional development in the areas of: Balanced Literacy, math, science, critical thinking, problem solving, STAAR, data disaggregation, TEKS Resource System, curriculum alignment, reaching the ELL learners, English Language Proficiency Standards (ELPS), building relationships with students, reaching our African American and economically disadvantaged students, Lesson Structure, inclusion and individual educational plans (IEPs) implementation for special education students.
- Full Implementation of the Fundamental 5
- Technology in the classroom

Parental Involvement Strengths and Needs

Strengths:

- Caring and supporting
- Attend school functions
- Provide transportation and attending extra-curricular activities

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Needs:

- More involvement in the academic areas
- Stronger PTO
- Parent training