

**RICHARDS SCH FOR YOUNG WOMEN LEADERS**  
**Ann Richards School for Young Women Leaders**  
**2021/2022**

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Date Reviewed:

Date Approved:

### **Campus Mission**

The Ann Richards School for Young Women Leaders dedicates itself to prepare young women to attend and graduate from college, commit to a healthy and well-balanced lifestyle, lead with courage and compassion and solve problems creatively and ethnically in support of our global community.

### **Campus Values**

**College, Leadership, Wellness, STEM**

### **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 educational 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. (TEC Title 2, Ch 4, Sec.4.001)

### **Austin Independent School District Mission**

Austin ISD educates more than 80,000 students and embraces 129 diverse school communities in one of the fastest-growing metroplexes in the country. In partnership with our families and our community, AISD's mission is to provide a comprehensive educational experience that is high-quality, challenging and inspires all students to make a positive contribution to society. We partner with world-class universities, innovative businesses, nonprofit organizations and engaged community leaders to prepare our students for college, career and life.

# RICHARDS SCH FOR YOUNG WOMEN LEADERS

**Goal 1.** (Coordinated School Health) Coordinated School Health (CSH) is a cooperative approach to improve the physical, mental, and emotional health of all students, staff, and members of the educational community. A Whole Child approach is an effort to transition from a focus on narrowly defined academic achievement to one that promotes the long-term development and success of all children. A whole child is healthy, safe, engaged, supported, and challenged every day in every environment.

**Objective 1.** (CSH Implementation) SMART Goal: By the end of SY 21-22, the campus will achieve at least a 70% (Acceptable) rating on each of the 11 areas of the Coordinated School Health Survey.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. Create and Implement School Wellness Challenge in the Spring (Target Group: All) (Strategic Priorities: 1)	Wellness Committee	May		Criteria: Completion of activity 12/03/21 - Pending
2. Create a Teacher Sojourning room for restful breaks and quiet work. (Target Group: All) (Strategic Priorities: 1)	Principal	Dec		Criteria: Survey of teacher work spaces 12/03/21 - Completed
3. Add Wellness section to Monthly Newsletter. (Target Group: All) (Strategic Priorities: 1)	Academy Director	Oct.		Criteria: Wellness section in each monthly newsletter 12/03/21 - Completed

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**Objective 2.** (Social and Emotional School Climate) Maintain 95% or higher score on General School Climate from Tell Survey.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. Implement Community Fridays every 3 weeks, that include wellness and teambuilding activities. (Target Group: All) (Strategic Priorities: 1)	Administrators	aug-may		Criteria: Tell Survey for General Climate Semester Survey about programing of Community Fridays  12/03/21 - On Track
2. Conduct Yoga sessions once a week for all students (Target Group: All) (Strategic Priorities: 1,3)	Teachers	Aug-May		Criteria: General School Climate on Tell Survey Semester Survey for Yogini's  12/03/21 - On Track
3. Conduct grade level Town Hall Meetings to hear student voice, Senior speeches and student presentations.	Grade Level Lead	Aug-May		Criteria: Semester student evaluations  12/03/21 - On Track

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**Objective 3.** (Family Engagement) Host on campus family activities at least on time per semester

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. Host Parent Learning Walk in both the Fall and Spring (Target Group: All)	Principal	Aug-May		Criteria: Parent Surveys and feedback  12/03/21 - On Track
2. Host Grand Opening - Open House (Target Group: All)	Principal	November		Criteria: Record Parent attendance  12/03/21 - Some Progress
3. Partner with ARS PTSA to host monthly meet the staff showcases (Target Group: All)	Academy Director	Aug - May		Criteria: Feedback Survey after the event  12/03/21 - On Track

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**Goal 2.** (ESF Lever 1: Strong, Culturally Proficient Leadership) Effective, culturally-proficient campus instructional leaders with clear roles and responsibilities develop, implement, and monitor focused improvement plans that address the causes of low performance.

**Objective 1.** (ESF Essential Action 1.2) Teachers will create professional learning plan that is focused on Diversity and Equity committee's needs assessment.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. DEI committee will create year PD plan based on Ghody Muhamad's Framework of Cultivating Genius. (Target Group: All) (Strategic Priorities: 1,3)	Campus Committees	Aug-May	(L)Campus BTO - \$300	Criteria: During observation and walkthroughs administrators will record practices and strategies taught during professional development.  12/03/21 - On Track
2. Create Student committee to work with teacher DEI committee. (Target Group: All)	Campus Committees	Dec		Criteria: Student survey - Town Hall feedback  12/03/21 - On Track
3. DEI committee will create end of the year survey to monitor the needs of campus and further PD for the next year. (Target Group: All) (Strategic Priorities: 1)	Campus Committees	May		Criteria: End of the year survey to determine effectiveness of training and needs for following year.  12/03/21 - Pending

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**Goal 3.** (Increased Enrollment) Insert SMART enrollment goal here

**Objective 1.** (Increased Enrollment) SMART Goal : Campus enrollment will increase from \_897\_\_\_ to \_915\_\_ by May 2021

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. Continue recruitment efforts by hosting online information sessions for every elementary campus. (Target Group: All,F,5th)	Academy Director	Aug- Dec		Criteria: Meet enrollment target 12/03/21 - Completed
2. Host Open House for new students. (Target Group: All,F,5th)	Academy Director	Dec		Criteria: Meet enrollment target 12/03/21 - Completed
3. Create new recruitment videos that highlight new building. (Target Group: All) (Strategic Priorities: 1)	Principal	May 2021		Criteria: Recruitment video 12/03/21 - Pending

# RICHARDS SCH FOR YOUNG WOMEN LEADERS

**Goal 4.** (Exemplary Customer Service) Insert description of CARES here

**Objective 1.** (Exemplary Customer Service) SMART Goal: By the end of SY 21-22, the campus will move from Developing to Meets Expectations on the \_\_\_signage\_\_\_\_\_ section of the Campus Assessment Rubric.

Activity/Strategy	Person(s) Responsible	Timeline	Resources	Evaluation
1. Meet with architects and construction to determine need of increase signage for traffic flow visibility. (Target Group: All)	Principal	Dec		Criteria: Better traffic flow at dismissal. Recognition of front door and paths of travel.  12/03/21 - Completed
2. Add visitor parking spots by the front of the building (Target Group: All)	Administrative Assistant	Dec		Criteria: Addition of 2 visitor parking spots  12/03/21 - Completed
3. Add signage to visitor parking lot for staff and visitors. (Target Group: All)	Administrative Assistant	Dec		Criteria: Add signage to visitor parking lot  12/03/21 - Completed



## 1st 9 weeks report - due October 22

Step 1.) In your AISD Data Tracker (in Google Sheets), fill in 1st 9 weeks Actual Results from SCA 1.

Step 2.) Create a PDF of your AISD Data Tracker (tab titled AISD Data Tracker only).

Step 3.) In PlanWorks on the Attachments page, click Upload Files and add the PDF of your AISD Data Tracker. This ensures it is included when your plan is published online.

Step 4.) Review additional data points (attendance, discipline, enrollment) as instructed by your Principal Supervisor and as documented in the STAAR Progress Toward Goal (PTG) Monitoring Chart.

Step 5.) In PlanWorks on the Framework, Objectives, and Strategies page: Complete a Progress Update for each strategy (Some Progress, On Track, Completed, etc.). Within the Progress Update, use the Next Steps section, as needed, to make adjustments based on the results of your data review and strategy implementation.

**Step 6.) For each section of your plan, are you on track to achieve your desired annual SMARTIE goals? Why or why not?**

Step 7.) Once the above steps are complete, create a PDF of your entire CIP/TIP and upload it as an assignment in BLEND: CIPs and TIPs. The assignment name is CIP/TIP 1st 9 weeks Report.

*For step-by-step instructions on how to navigate PlanWorks, visit the DMAC PlanWorks module in BLEND: CIPs and TIPs.*

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## 2nd 9 weeks report - due January 7

Step 1.) In your AISD Data Tracker (in Google Sheets), fill in 2nd 9 weeks Actual Results from SCA 2.

Step 2.) Create a PDF of your AISD Data Tracker (tab titled AISD Data Tracker only).

Step 3.) In PlanWorks on the Attachments page, click Upload Files and add the PDF of your AISD Data Tracker. This ensures it is included when your plan is published online.

Step 4.) Review additional data points (attendance, discipline, enrollment) as instructed by your Principal Supervisor and as documented in the STAAR Progress Toward Goal (PTG) Monitoring Chart.

Step 5.) In PlanWorks on the Framework, Objectives, and Strategies page: Complete a Progress Update for each strategy (Some Progress, On Track, Completed, etc.). Within the Progress Update, use the Next Steps section, as needed, to make adjustments based on the results of your data review and strategy implementation.

**Step 6.) For each section of your plan, are you on track to achieve your desired annual SMARTIE goals? Why or why not?**

Step 7.) Once the above steps are complete, create a PDF of your entire CIP/TIP and upload it as an assignment in BLEND: CIPs and TIPs. The assignment name is CIP/TIP 2nd 9 weeks Report.

*For step-by-step instructions on how to navigate PlanWorks, visit the DMAC PlanWorks module in BLEND: CIPs and TIPs.*

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## 3rd 9 weeks report - due March 25

Step 1.) In your AISD Data Tracker (in Google Sheets), fill in 3rd 9 weeks Actual Results from SCA 3.

Step 2.) Create a PDF of your AISD Data Tracker (tab titled AISD Data Tracker only).

Step 3.) In PlanWorks on the Attachments page, click Upload Files and add the PDF of your AISD Data Tracker. This ensures it is included when your plan is published online.

Step 4.) Review additional data points (attendance, discipline, enrollment) as instructed by your Principal Supervisor and as documented in the STAAR Progress Toward Goal

(PTG) Monitoring Chart.

Step 5.) In PlanWorks on the Framework, Objectives, and Strategies page: Complete a Progress Update for each strategy (Some Progress, On Track, Completed, etc.). Within the Progress Update, use the Next Steps section, as needed, to make adjustments based on the results of your data review and strategy implementation.

**Step 6.) For each section of your plan, are you on track to achieve your desired annual SMARTIE goals? Why or why not?**

Step 7.) Once the above steps are complete, create a PDF of your entire CIP/TIP and upload it as an assignment in BLEND: CIPs and TIPs. The assignment name is CIP/TIP 3rd 9 weeks Report.

*For step-by-step instructions on how to navigate PlanWorks, visit the DMAC PlanWorks module in BLEND: CIPs and TIPs.*

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### **4th 9 weeks report - due June 3**

Step 1.) Review data points (attendance, discipline, enrollment) as instructed by your Principal Supervisor and as documented in the STAAR Progress Toward Goal (PTG) document.

Step 2.) In PlanWorks on the Framework, Objectives, and Strategies page: Complete a Progress Update for each strategy (Some Progress, On Track, Completed, etc.).

**Step 3.) For each section of your plan, did you meet your desired annual SMARTIE goals? Why or why not?**

Step 4.) Once the above steps are complete, create a PDF of your entire CIP/TIP and upload it as an assignment in BLEND: CIPs and TIPs. The assignment name is CIP/TIP 4th 9 weeks Report.

*For step-by-step instructions on how to navigate PlanWorks, visit the DMAC PlanWorks module in BLEND: CIPs and TIPs.*

# RICHARDS SCH FOR YOUNG WOMEN LEADERS Site Base

Name	Position
Waugh, Kristina	Principal
Day, Isadora	Academic Dean
Backstrom, Luzvic	HS AP
Rutz, Christina	Counselor
Ortiz, Christina	HS AP

## SY 21-22 Campus and Targeted Improvement Plan Development Timeline

### Important Monitoring & Due Dates

August 9 and 10: CIP/TIP Overview and Workshop - Required for all Principals

Aug 9-Sept 3: CIP/TIP Development

Aug 24-26: Group TIP Development Workshop

Aug 31-Sept 1: TEA Training

Aug 17-Sept 17: Public Meeting/ CAC feedback

**Sept 3: CIPs/TIPs first drafts due in BLEND**

Sept 7-10: DCSI/EDs review of first drafts

Sept 13-17: Revise plan based on DCSI/EDs feedback

**Sept 13-24: (SEP) Recommended monitoring visit window**

**Sept 17: CIP/TIP final drafts due in BLEND**

Sept 20-24: DCSI/EDs review of final drafts

Sept 27: CIP/TIPs to Supe

Sept 27-30: TIL Lesson Alignment

Oct 4-6: TIL Observation and Feedback

**Oct 4-8: (OCT) Recommended monitoring visit window**

Oct 18-Nov 20: ESF Diagnostic Survey Window

Oct 18-22: SCA 1 data analysis and Cycle 1 reports

**Oct 22: 1st 9 Weeks CIP/TIP Report Submitted to BLEND**

Oct 25-29: DCSI/EDs review of Cycle 1 submissions

Oct 25-27: TIL DDI

**Nov 8-12: (NOV) Recommended monitoring visit window**

Nov 16-19: TIL Formative Assessment

Nov 30: TIL Cohort: Lesson Alignment

**Dec 6-10: (DEC) Recommended monitoring visit window**

Dec 18: Schedule ESF Diagnostic for Spring

Jan 4-7: SCA 2 data analysis and Cycle 2 reports

**Jan 7: 2nd 9 Weeks CIP/TIP Report Submitted to BLEND**

Jan 10-14: DCSI/EDs review of Cycle 2 submissions

Jan 12: TIL DDI

Jan 18: TIL Observation and Feedback

**Jan 24-28: (JAN) Recommended monitoring visit window**

Feb 1-April 29: ESF pre-work (including analysis of ESF diagnostic surveys), ESF pre-visit, ESF full-day visit, and ESF

**Feb 7-11: (FEB) Recommended monitoring visit window**

Feb 22: TIL Lesson Alignment and Formative Assessment

**Feb 28- March 4: (MAR) Recommended monitoring visit window**

March 21-25: SCA 3 data analysis and Cycle 3 reports

March 22: TIL Observation and Feedback

**March 25: 3rd 9 Weeks CIP/TIP Report Submitted to BLEND**

March 28-April 1: DCSI/EDs review of Cycle 3 submissions

March 30: TIL DDI

**April 25-29: (APR) Recommended monitoring visit window**

May 31-June 3: MAP Growth data analysis and EOY reports

**June 3: EOY reports submitted to BLEND**

June 6-9: DCSI/EDs review of EOY submissions