

**Katy Independent School District
Miller Career & Technology Center
2019-2020 Campus Improvement Plan**



Mission Statement

In partnership with the business community and parents, it is the mission of Miller Career & Technology Center to prepare all students for the transition from high school to post-secondary education and career success by providing rigorous, high quality, integrated academic training, and pre-professional experiences in compliance with current business standards.

Vision

Miller Career & Technology Center is a learning environment that incorporates cutting-edge industry standards with high academic expectations.

Core Beliefs

The Miller Career & Technology Center staff and community believe all students have the talent and workplace skills necessary to be successful in their post-secondary education opportunities and ultimately the work force.

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Comprehensive Needs Assessment

Demographics

Demographics Summary

For the 2018-19 academic year, 1,705 students applied to take a course at MCTC and 1,481 (87%) were admitted. Students not admitted largely did not meet prerequisite course requirements for entry into the upper level career and technical education courses. Of those admitted, 1,228 were still enrolled in their program at the end of the 2018-19 school year, showing a 83% retention rate in the MCTC programs for the year. 204 of the students who were admitted withdrew before being scheduled into a course. MCTC utilizes a waitlist process for students eligible for admission. Admission is based on the individual programs offered at MCTC. When a program has space available, eligible students are admitted. However, when space is no longer available in a specific program, additional students are placed on a waitlist. Of the 204 students who were placed on the waitlist at the start of the school year, 38 were eventually admitted once space was available, and 23 were still scheduled at the end of the school year.

The staff at Miller Career & Technology Center (MCTC) places a high priority on recruiting and retaining a highly qualified teaching staff with appropriate certifications and/or industry certifications, standards and experiences. The employee turnover at MCTC was minimal with 3 teachers retiring and 1 transferring.

Demographics Strengths

Of the students enrolled at MCTC during 2018-19, 57% were female and 43% were male. The demographics of the students at MCTC mirror the demographics of all enrolled KISD 11th and 12th graders for the 2018-19 school year. The average class size for all MCTC core content courses was 18.8 students per class in 2018-19. The average class size for all MCTC program courses was 15.5 students per class in 2018-19. There were 176 total classes (32 career courses and 16 academic courses) taught at Miller with 41 total teachers. 24 of the program courses at MCTC offer industry certification examinations, and many students take advantage of the opportunity to test for these certifications.

Miller Career & Technology Center has many strengths. Some of our most significant strengths include:

1. Families move to Katy for our outstanding schools. Increase in growth of the career programs at Miller Career & Technology Center (MCTC) is evident by the increased student enrollment, and increase in instructional and support staff.
2. MCTC climate is similar to a community/technical college atmosphere.
3. The culture and climate is respectful with high standards for student achievement.
4. Campus support is built via Administrators, Lead Mentors, Instructional Coaches, Content Advisory Committees, and the PLC's.

5. Common planning time for all teachers.
6. MCTC faculty and staff intergrate industry relationships, support, and standards.

Problem Statements Identifying Demographics Needs

Problem Statement 1: Consistent campus branding with campus's, industry, and communities. **Root Cause:** Communication and consistent recruitment.

Student Academic Achievement

Student Academic Achievement Summary

Miller Career & Technology Center (MCTC) does not receive an accountability rating. All students are tested at their home campus. The only End-of-Course subject taught at Miller Career & Technology Center (MCTC) is U.S. History. Advanced Placement courses taught at MCTC are AP English Literature, AP English Language, AP Economics, AP Government, and AP U.S. History. All AP students testing are identified through their home campus.

CTE certification industry standard tests are difficult, may have out-of-pocket expenses, may have a minimal age requirement, and may be taken after the completion of the school year.

- Pharmacy Tech, ASE, Cisco Certified Networking Technician (CCENT), Cisco CompTIA A+, and Cisco CompTIA Security+ exams are administered in the Pearson View Testing Lab on site.
- Health Care Provider Basic Life Support and EKG are conducted at MCTC.
- Sterile Compounding and Aseptic Techniques (SCAT) skills certification is administered at the MCTC pharmacy lab.
- ServSafe Food Manager Certifications, Harris County Food Handler certification, and Certified Veterinary Assistant are administered at MCTC.

Below are the 2018-2019 CTE certification exam results:

- **Automotive Technology I** - S/P2 (safety, pollution, prevention) Certification 100% pass rate.
 - Automotive ASE student exam success rate results (10 different test) range from 38% to 67% pass rate.
- **Cisco** - Cisco Certified Networking Technician (CCENT) 66.6% pass rate, Cisco CompTIA A+ 100% pass rate, and Cisco CompTIA Security+ 50.5% pass rate.
- **Cosmetology II** - twelve passed the written, two passed operators liscensing.
- **Culinary** - ServSafe Food Manager Certification 48% pass rate, Harris County Food Handler certification 97.4% pass rate.
- **Pharmacy** - Registered Phamacy Technician 85% pass rate, SCAT 80% pass rate.
- **Health Science** - (Clinical Rotation, EMT, Dental Assistant) Health Care Provider Basic Life Support 100% pass rate, EKG 98% pass rate.
- **EMT** - Emergency Medical Technician Basic - 40.9% pass rate.
- **Dental** - Registered Dental Assistant - 100% pass rate.
- **Certified Veterinary Assistant** - 100% pass rate.

Student Academic Achievement Strengths

The Student Achievement strengths include:

1. The U.S. History EOC results were 99%.
2. Multiple certification testing opportunities.
3. Pearson Vue Testing Lab onsite is available for certain certification exams.
4. Advanced Placement testing opportunities.
5. On site laboratory facilities.
6. Hands-on public services.
7. Content advisory councils.
8. Real world practicums, internships, cooperative industry site visits.

Problem Statements Identifying Student Academic Achievement Needs

Problem Statement 1: Percentage of students testing and pass rate **Root Cause:** Access to testing and preparation

School Processes & Programs

School Processes & Programs Summary

- Miller Career & Technology Center is driven by the KISD curriculums, based on the TEKS scope and sequence, for both the CTE and core courses.
 - The Katy ISD Legacy Learning Framework and Instructional Cornerstones are an integral part of daily instructional practices. The Legacy Learning Framework is a tool that provides structure and guidance for all involved in the planning and learning process to ensure learner outcomes are attained in alignment with the District Strategic Design. The Cornerstones are: Collaboration, Communication, Creative Thinking, Critical Thinking, Information Literacy, Problem Solving, and Social Contribution. MCTC also takes great pride in promoting the district themes by providing students with opportunities to make learning real, relevant, and relatable.
 - Each CTE area has an Advisory Council made up of industry representatives, staff members, and administrators. The Advisory Council members have opportunities to provide input on relevant and current instructional topics to meet business and industry standards and expectations. The most common instructional topic Advisory members recommend are the necessary "soft skills" students need to be successful in the workplace. The soft skills most noted are interviewing skills, resume writing, professional dress, punctuality, and team work.
 - The staff at Miller Career & Technology Center (MCTC) places a high priority on recruiting and retaining a highly qualified teaching staff. Staffing needs are based on student course selection. MCTC administration works closely with Human Resources to post positions and recruit high qualified staff based on certification(s) and relevant industry experience (District of Innovation). During July and August, New Teacher Professional Development is provided for new teachers. The topics that the teachers receive training on include instructional strategies, classroom management, and how to effectively integrate technology in their lessons. Additionally, each campus has a Lead Mentor who also provides consistent support on these topics. These topics are carried over to all teachers within their Professional Learning Community (PLC) meetings, electronic communications, and specific topic meetings. The Instructional Coaches also provide instructional support. Common planning time is built into the master schedule which enables the teachers to meet both formally and informally on a consistent basis.
 - Administration reviews the **energage** staff survey to evaluate and reflect on the organizational health.

School Processes & Programs Strengths

The strengths include:

1. CTE teachers hold Advisory Council meetings each semester.
2. The district provided Classroom Technology Designer, Campus support via Lead Mentors, and Instructional Coaches.
3. Common planning time for all teachers.
4. Katy ISD retrofits all campuses on a 6-year cycle.
5. The MCTC CTE programs have cutting-edge technology and equipment relevant to industry standards.

Perceptions

Perceptions Summary

The Miller Career & Technology Center (MCTC) is an auxiliary campus with students attending on a part-time basis, morning or afternoon. MCTC activities involving students, staff, parents and community include:

- Advisory Council Meetings
- Fall Open House
- Ninth grade Tours
- Eighth grade Parent Nights at each high school
- Ninth and tenth grade course selection presentations
- Spring Open House for 7th-11th grade
- Mock Interview Day
- Student Project Exp
- Student Orientation for the Accepted students
- Awards Ceremony

The core belief at Miller Career & Technology Center is that all students can succeed in school and the workplace. We strive to prepare all students for the transition from high school to post-secondary education and career success by providing a rigorous, high quality, and integrated academic traing in compliance with current business standards.

Perceptions Strengths

Miller Career & Technology staff members are diligent about maintaining these strengths:

- engaging students, parents, and community
- project based and hands on learning
- public service programs
- guest speakers and presentors
- community service through student internships and field-base experiences
- industry certifications

Problem Statements Identifying Perceptions Needs

Problem Statement 1: Community engagement and turnout **Root Cause:** Marketing and recruitment

Priority Problem Statements

Problem Statement 1: Consistent campus branding with campus's, industry, and communities.

Root Cause 1: Communication and consistent recruitment.

Problem Statement 1 Areas: Demographics

Problem Statement 2: Percentage of students testing and pass rate

Root Cause 2: Access to testing and preparation

Problem Statement 2 Areas: Student Academic Achievement

Problem Statement 3: Community engagement and turnout

Root Cause 3: Marketing and recruitment

Problem Statement 3 Areas: Perceptions

Comprehensive Needs Assessment Data Documentation

The following data were used to verify the comprehensive needs assessment analysis:

Improvement Planning Data

- District goals
- Campus Performance Objectives Summative Review from previous year
- Current and/or prior year(s) campus and/or district improvement plans
- Campus and/or district planning and decision making committee(s) meeting data
- State and federal planning requirements

Student Data: Assessments

- State and federally required assessment information (e.g. curriculum, eligibility, format, standards, accommodations, TEA information)
- State of Texas Assessments of Academic Readiness (STAAR) current and longitudinal results, including all versions
- Advanced Placement (AP) and/or International Baccalaureate (IB) assessment data
- SAT and/or ACT assessment data

Student Data: Behavior and Other Indicators

- Attendance data

Employee Data

- Professional learning communities (PLC) data
- Staff surveys and/or other feedback
- Teacher/Student Ratio
- Campus leadership data
- Campus department and/or faculty meeting discussions and data

Parent/Community Data

- Parent surveys and/or other feedback

Support Systems and Other Data

- Processes and procedures for teaching and learning, including program implementation
- Budgets/entitlements and expenditures data
- Other additional data

Goals

Goal 1: All learning environments will foster engagement by integrating personalized learning experiences.

Performance Objective 1: MCTC CTE courses will promote learning by preparing students with real-world hands on experiences based on individual learning styles.

Evaluation Data Source(s) 1: Specific CTE differentiated instructional strategies, specific CTE lab experiences, internships, and practicums as related to content.

Summative Evaluation 1:


Goal 2: Katy ISD will develop systems where customized resources will ensure equity in response to the needs of a growing district with rapidly changing demographics.

Performance Objective 1: By March 2020, MCTC Power School student application will reflect gained growth and interest.

Evaluation Data Source(s) 1: Power School MCTC student applications
New Marketing and Recruitment Specialist role and responsibilities

Summative Evaluation 1:

Targeted or ESF High Priority

Strategy Description	ELEMENTS	Monitor	Strategy's Expected Result/Impact	Reviews			
				Formative			Summative
				Oct	Jan	Apr	June
1) 1. Meet with technology to review pros/cons and redesign as recommended Power School Application for MCTC 2. Review/edit/revise MCTC course foldout flier	3.2	Tammy Veliz, counselor Ana Perez, Marketing and Recruitment Judy Gray, Asst. Princ., Russell Faldyn, Principal	1. Online application for 2019 course selections 2. Increase student and community awareness of courses at MCTC				
Funding Sources: 199 - General Fund - 3000.00							
							

Goal 2: Katy ISD will develop systems where customized resources will ensure equity in response to the needs of a growing district with rapidly changing demographics.

Performance Objective 2: By March 2020, community members and students will have more opportunities to access MCTC.

Evaluation Data Source(s) 2: Course Selection activities, Spring Open Houses, Marketing and Recruitment specialist

Summative Evaluation 2:

Strategy Description	ELEMENTS	Monitor	Strategy's Expected Result/Impact	Reviews			
				Formative			Summative
				Oct	Jan	Apr	June
1) 1. Improve program presentations MCTC Open Houses January-February. 2. Participate directly with all HS Course Selection Nights and 8th Grade Parent Nights. 3. Marketing Specialist coordinates with public services and recruitment with local businesses and industry.	3.2	Ana Perez, Marketing/Recruitment Specialist Tammy Veliz, Counselor Judy Gray, Asst. Principal Russell Faldyn, Principal	1. Increased student applications. 2. Increased community awareness, support, and goodwill.				

 = Accomplished
  = Continue/Modify
  = No Progress
  = Discontinue

Goal 3: Katy ISD will develop meaningful, effective assessments that inspire and inform students and educators toward continuous improvement.

Performance Objective 1: By June 30, 2020, CTE certification test data will reflect 25% more testers and increase the passing rate by 10%.

Evaluation Data Source(s) 1: State and National testing and credentialing agencies

Summative Evaluation 1:

Strategy Description	ELEMENTS	Monitor	Strategy's Expected Result/Impact	Reviews			
				Formative			Summative
				Oct	Jan	Apr	June
1) 1. Provide transportation to testing centers where applicable 2. Meet with CTE staff regarding student certification testing each six weeks.		CTE teachers Judy Gray, Asst. Principal Russell Faldyn, Principal	College Career and Military Readiness Indicators (CCMR)				
Funding Sources: 192 - Special Project - 300.00							

Goal 4: Katy ISD will develop intentional strategic partnerships which capitalize on the strengths, resources and talents of all stakeholders in order to engage the entire community.

Performance Objective 1: MCTC staff will develop community relationships through different CTE program public services, and specific CTE Advisory Council memberships.

Evaluation Data Source(s) 1: Automotive repair customers, Vet-Tech customers, Culinary customers, Cosmetology customers, Advisory committee members

Summative Evaluation 1:

District Funding Summary

192 - Special Project					
Goal	Objective	Strategy	Resources Needed	Account Code	Amount
3	1	1	Transportation to testing site, CTE will provide fee for testing for qualified students		\$300.00
Sub-Total					\$300.00
199 - General Fund					
Goal	Objective	Strategy	Resources Needed	Account Code	Amount
2	1	1	Course flier and online application fee		\$3,000.00
Sub-Total					\$3,000.00
Grand Total					\$3,300.00