

Sidney Lanier  
Early College High School  
Recruitment and Retention Plan  
2017-2018



1201 Payton Gin Road  
Austin, TX 78758

## Current Enrollment

- 9<sup>th</sup> Grade: 64
- 10<sup>th</sup> Grade: 11
- 11<sup>th</sup> Grade: N/A
- 12<sup>th</sup> Grade: N/A

## TSI RESULTS – 9<sup>TH</sup> GRADE

- TSI “Ready”
  - M/R/W = 4
  - R/W = 25
- TSI Passed
  - M = 4
  - R = 30
  - W = 50
  - W (MC) = 52
- Untested
  - M = 49
  - R = 7
  - W = 11

## TSI RESULTS – 10<sup>TH</sup> GRADE

- TSI “Ready”
  - M/R/W = 5
  - R/W = 6
- TSI Passed
  - M = 5
  - R = 11
  - W = 11
  - W (MC) = 11
- Untested
  - M = 5
  - R = 0
  - W = 0

## Recruitment

### Promotion

Being that Lanier High School only received its ECHS designation at the end of the 2016-2017 school year, we are more than motivated to try and promote our program as much as we can. We are aware of the fact that providing a more streamlined pathway to college makes our campus that much more marketable, but it falls on us to expose the advantages that Lanier HS can bring to students.

With help from our Principal, Ryan Hopkins, we have begun to make our vertical team (and other schools) well aware that we aim to initiate our marketing early on in the 2<sup>nd</sup> semester of this school year.

MIDDLE SCHOOLS: Dobie, Webb, & Burnet

- Middle School Strategy – Phase 1
  - Spread information with general marketing; where all students and parents are exposed to Lanier’s ECHS program and offerings. This will be done via Campus Call Outs, hand-distributed flyers, as well as presentations with 8<sup>th</sup> grade cohorts at each middle school designed to generate interest in applying to and attending Lanier ECHS. Any and all inquiries will be directed to Mr. Pacheco.
- Middle School Strategy – Phase 2
  - Middle School counselors will disseminate our ECHS information to the students which they deem most adequate for the program. I will then proceed to have small, purposeful meetings with these students as well as those who may have shown interest all on their own. Procedures, expectations, and outlooks will be shared with these students so that they may be well aware of what being a part of Lanier ECHS encompasses.

ELEMENTARY SCHOOLS: Cook, Guerrero-Thompson, McBee, Padron, Wooldridge, Wooten

- Elementary School Strategy
  - We will create awareness of Lanier’s ECHS program by establishing a presence at all 5<sup>th</sup> grade promotion ceremonies. Our intent won’t be so much to make a hard sale for our program as it will be to showcase it and plant a seed in students’ and parents’ minds. Current ECHS students will partake in these events by providing assistance and interacting with parents and faculty at each Elementary Campus. They will serve as living examples of the caliber of individuals that attend Lanier Early College High School.

## Applications & Admissions

This year, Lanier Early College High School plans to migrate over to the District-Wide, Web-based Common Application. Because the Common Application will allow applicants to select which campuses they want to consider, Lanier ECHS recognizes the added importance that this places on our recruitment efforts.

In an effort to comply with TEA's mission of aiming Early College High Schools towards serving those students who are least likely to attend college, applicants will be vetted based on their grades, attendance, first-generation college status, and proper completion of their application. This, however, does not mean that these are the only factors that will be taken into consideration when admitting applicants into our program.

Applicants will also have to submit a Student Essay where they can express their character and demonstrate their writing skills in no less than one page. Three prompts will be given but only one must be chosen.

The application window will close based on AISD's timeline and students admitted into Lanier's Early College High School program will be notified of their acceptance via a personal phone call to their parent/guardian on record.

## Testing Procedures

All students admitted into the Early College High School program at Lanier must then pass their TSI Assessment in order to begin enrolling in college courses. The TSI Assessment is designed to help Colleges and Universities determine whether students are ready to take on college-level course work by pinpointing academic strengths and weaknesses.

Lanier ECHS is committed to providing proper preparation for successful execution of the TSI Assessment and has developed or adapted the following programs to ensure student success.

- TEST-PREP
  - Lanier ECHS will work with our three (3) main feeder Middle Schools and their counselors to schedule and administer a mandatory pre-assessment to all 8<sup>th</sup> graders on each campus. Once the pre-assessment is complete, we will administer the Reading and Writing TSI exams to all 8<sup>th</sup> graders and collect all data. Testing sites and dates will be discussed and set in accordance to each Middle School's availability, but the target is early December 2017.
  - A second round of TSI testing will be carried out during the spring of 2018. Dates are still to be determined as we need to plan around STAAR testing. Data will be collected and compared to the previous round of TSI testing in order to better determine what academic areas need to be addressed in our Summer Bridge Program.

- SUMMER BRIDGE
  - Lanier ECHS will host a Summer Bridge Program open to all incoming freshmen interested in ECHS. The Summer Bridge Program will last a total of eight (8) days. Students will work in small groups, with two tutors per group who will base their tutoring efforts off of the areas of need indicated by the previous TSI testing data. Reading and writing will be the two main targets of the Summer Bridge in an effort to have the students ready to be enrolled in college courses with our Institute of Higher Education (ACC). The Summer Bridge program is designed to provide students with six days of intensive, TSI subject-based tutoring, as well as two testing days. Monday through Wednesday will see tutoring happen from 9am until 12:30pm and the TSI will be administered on Thursday. This schedule will repeat for two consecutive weeks between June 11 -28, 2018.
- AVID
  - All ECHS Freshmen will have AVID 1 included in their schedules during the fall semester. AVID will serve two main purposes for our freshmen ECHS cohorts:
    - 1) Provide the necessary tools to help bolster post-secondary preparedness for students. Examples of this include organizational skills, both group and independent study skills, teambuilding & collaboration, and note-taking skills to name a few.
    - 2) Allow students who may still be lacking a portion of the TSI to receive additional tutoring focused in on their area of need. Tutoring will be provided by online services such as the Web-Based Accuplacer Study App and Mometrix TSI Test Preparation in addition to APIE-enriched tutoring sessions.
- CCC
  - Lanier High School's College and Career Center will assist the Early College High School program by facilitating TSI testing sessions. The CCC Team will also assist in garnering and analyzing data from all of the TSI administrations. Due to their long standing collaboration with ACC and their familiarity with the College Board and TSI exam, the CCC is an excellent resource that we will rely on to help us with data analysis and recognition of trends and patterns. Their recommendations to improve student academic and testing performance will play a big role in modifications and adjustments made as Lanier's ECHS program further develops.

## Retention

Once students have been admitted into Lanier's Early College High School program, it is our responsibility to create a culture that will enrich their education, enhance their self-worth, and solidify their desire to attend and be successful in college.

We are very cognizant of the fact that these students are, in fact, still teenagers dealing with many typical and atypical factors outside of a normal high school lifestyle. Furthermore, they willingly take on the challenge of adding a demanding collegiate schedule that only intensifies as they progress through their high school years.

It is because of this that we have prepared various forms of resources, aids, monitoring, and interventions readily available for all of our ECHS students.

### eCST

One of our strongest tools for continuous and up-to-date tracking will be eCST because of its ability to provide multi-tiered systems of support. eCST will allow us to monitor students on a cohort level as well as an individual basis.

- RBP
  - Each year a 'Roster Based Program' will be created to include all students that make up that generation's ECHS group. This RBP will help closely monitor overall performance in an efficient manner by means of the students' RITS (Reliable Integrated Trend Score). Absences, tardies, course failures and disciplinary issues will all be included in the algorithms that will determine a student's RIT Score. The ability to populate the cohort list and sort it by RIT Scores allows us to have a quick overview of students who likely need some sort of intervention.
- ATTENDANCE
  - Because the RITS algorithm takes attendance into consideration, we will be able to closely monitor any students who have excessive absences. Any absenteeism greater to 10% of total school time presents a huge threat to the student's success. If a student is ever flagged by eCST for chronic absenteeism, the ECHS Coordinator and/or Counselor will intervene by conferencing with the student. Based upon the findings, we will then determine whether a parent conference and/or attendance contract is needed.
  - Attendance to all ACC courses (online or in-class) will also be closely monitored. Although it is our hope that eCST will soon sync up with ACC's attendance and gradebook software, that task might take some time to be fully developed. Until then, attendance at ACC will be tracked via student sign-ins at Lanier High School's front office.

- TARDIES

- Punctuality is a value that we aim to instill in all of our students at Lanier High School, ECHS or not. Arriving to classes on time is the first step to having a productive day inside the classroom, and, additionally, it shows respect for the teacher/professor's time. eCST will allow us to closely monitor student's promptness to their classes at Lanier. This, in turn, will give us insight into the student's approach and regard towards punctuality. I will personally address students who are flagged for being tardy on a repeated basis and will also call their parent or guardian in order to try and get additional support from home to rectify this issue.

- GRADES

- Student grades from Lanier High School will not go overseen just because a student is part of the ECHS Program. Students must maintain passing averages in all of their high school classes at all times. Should a student show a failing grade, the student, parent, and teacher will be contacted in order find a resolution to the matter at hand. If any of the parties feel the need to have a conference, one will be arranged. Supports such as tutoring at Lanier, Saturday School, or tutoring at ACC will be discussed and implemented if need be. Students will also play a part in grade monitoring by checking their grades a minimum of two times per week during their LIFE classes.
- Grades obtained through ACC courses will be monitored in two ways:
  - 1) ACC Midterm Progress Report – Once a semester ACC will provide students with a form known as the Midterm Progress Report. This will allow students to “pause” and conduct a self-evaluation where they are able to reflect on the assignments they've had up to that point, their challenges, successes, and their grades. The intent here is to try and generate that self-regulation that students need to succeed in college. We at Lanier ECHS will also have access to these forms in order to take special notice of any outlying situations that a student may be facing; whether it be regarding grades, home life, or school-related issues.
  - 2) Cohort General Sessions – Due to the fact that ACC courses will only be scheduled between Monday through Thursday during the AISD school year, Fridays (depending on whether ACC classes fall on A or B days) will have students with 'empty' periods. Although their schedules will show *Office Aide*, these periods will actually be used as the Cohort General Session, where students will all meet in the Gold Room at Lanier High School. The Cohort General Session might be made up of multiple cohorts from different graduating classes, and will include the following:

- Cohort Debrief: keeping the students abreast of what is going on with ECHS in general (deadlines, study halls, activities, enrollment, etc.)
- Student Input: allowing students to voice their opinions/concerns/complaints/questions/etc. regarding the program, professors & classes, high school obligations amongst other topics.
- Grade Consultations: any students with failing or near failing grades in their ACC or LHS classes will be pulled aside by Ms. Ortiz and/or Mr. Pacheco to have a discussion aimed at finding the root of the problem as well as a viable solution (tutoring, study hall, Saturday School, etc.).
- Breakout: students not required to have a Grade Consultation will be allowed to break off into groups (or individually if deemed adequate) and work on pending assignments, study, research, attend tutoring at Lanier and apply to colleges & financial aid.

## Tutoring

In an effort to diminish the overwhelming effect that collegiate coursework might sometimes bring upon high school students, Lanier ECHS will have multiple tutorial resources readily available for students.

- HS TUTORING  
All teachers at Lanier High School offer tutoring at various times throughout the week. If a student feels the need to attend tutoring, they can ask a specific teacher for their tutoring schedule, or they can ask Ms. Ortiz or Mr. Pacheco and they will provide them with a school-wide schedule of tutoring hours. If student and teacher schedules do not align properly, Ms. Ortiz or Mr. Pacheco will attempt to make arrangements so that the student can obtain the sought after tutoring for the respective subject.
- ACC TUTORING  
When students struggle in ACC courses and our resources at Lanier do not satiate, students will be referred to the Learning Labs at ACC Eastview. If the regular hours of attendance at ACC Eastview do not accommodate sufficient tutoring time, students will be provided bus passes which they can then use to travel to the nearest ACC campus and obtain tutoring during days/times which best fit their needs.
- SATURDAY SCHOOL  
If Ms. Ortiz or Mr. Pacheco feel that a student would benefit from tutoring, they can assign mandatory Saturday School to a student. Saturday School will be deemed necessary if a student has any grade below a 72 in their classes at Lanier High School. Grade checks will be conducted via a Failure Report on TEAMS that will be generated at

the start of every week. Students will then be contacted and given a Saturday School Form which will remind them to attend on the assigned Saturday.

## Communication

Constant and clear communication will be integral in maintaining an ECHS Program that runs in an effective and efficient manner. Because students will be new to a collegiate environment, they might take some time to adopt and adjust to the concept of self-regulation. Keeping this in mind, communication will allow us to avoid any situations where students might have had a lapse of memory or concentration which will, in turn, affect their academic performance.

- STUDENTS

As mentioned before, ECHS General Sessions will be one of the primary times to make contact with our students. This will be a time to create solidarity within the ECHS program by establishing trust and respect through open dialogue. While we want to include amicable, education-based conversations with our students, we also want to establish very clear expectations and goals for them to subscribe to.

- PROFESSORS

Ms. Ortiz and Mr. Pacheco will reach out to professors at the beginning of every semester, via email, to introduce ourselves and our role in the ECHS Program. We will make it clear to them that they are at liberty to voice any and all concerns that might arise around our students. We want to make it clear to them that although we are here to support our students adapt and excel in a collegiate environment, we are also not here to stand up for and condone actions that may jeopardize the integrity of a professor's class and/or the student learning environment.

- PARENTS

Lanier Early College High School shall maintain a collaborative relationship with parents by establishing continuous communication with them. The idea behind this is to give parents as much privy into their child's progress within ECHS. Parents will be kept up to date on any positive or negative situations that might arise during the school year. In addition to that, a parent conference (phone call or in person) will be carried out once a year to update them on where their child stands on their journey to their Associate Degree.

## Counseling

The Early College High School Program at Lanier is fortunate to have its very own counselor, Ms. Nydia Ortiz. Ms. Ortiz understands the stresses that ECHS can place on a teenager, hence she will be vigilant of each and every one of our student's well-being. Not only will she be gaining insight into students' mental states during General Sessions, but she will also be taking referrals from Lanier and ACC faculty alike. Students will also be allowed to request sessions with Ms. Ortiz to discuss matters that are or could potentially interfere with their success in the ECHS Program.