

SCHOOL OF SCIENCE AND TECHNOLOGY ADVANCEMENT



CAMPUS CONTINUOUS IMPROVEMENT PLAN

School of Science and Technology Advancement

Campus Number: 015831003

State Accountability – Met Standards

2018-2019

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The summary of the outcome of the Comprehensive Needs Assessment

<i>Need #</i>	<i>DEMOGRAPHICS</i>
1.1	*We need to identify address and monitor homeless and migrant students' needs*
1.2	*We need dropout prevention strategies for at risk students*
1.3	We need to Increase in enrollment and student retention. Reduce withdrawal rate.
1.4	*We need dropout prevention strategies for at risk students*
1.5	At risk students need immediate attention and resources. School counselor is needed.

<i>Need #</i>	<i>STUDENT ACHIEVEMENT</i>
2.1	*Interventionist and tutors are needed in core subjects.*
2.2	*Special Education teachers and ESL support staff are needed to maximize the learning of all students.*
2.3	*Students and parents need to be informed about career opportunities. *
2.4	A Behavior counselor is needed to help students deal with personal issues and challenges that interfere with academic success.

<i>Need #</i>	<i>SCHOOL CULTURE & CLIMATE</i>
3.1	*Trainings and workshops are needed to minimize discipline and classroom management issues.*
3.2	*There is a need to increase the number of students participating in physical activities to maintain physical wellbeing.*
3.3	We need to provide more extra-curricular activities, clubs, after school programs and academic competitions opportunities suitable for middle school students.
3.4	We need a larger facility with a gym and access to the school on Saturdays

<i>Need #</i>	<i>STAFF QUALITY, RECRUITMENT AND RETENTION</i>
4.1	*We need to find ways to increase our staff retention rate and reduce attrition.*
4.2	*We have many teachers with no experience and we need to help them through mentoring, workshops and professional development/trainings with ILT and professional learning committees (PLC)*Aligned with Equity Plan ESSA*
4.3	We need hands-on technology training on curriculum based software and Skyward

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4.4	*We need to focus more on our teacher mentor program and restructure the areas that are not working by implementing our Instructional Leadership Teams (ILT)* Aligned with Equity Plan ESSA*
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Need #	CURRICULUM, INSTRUCTION, AND ASSESSMENT
5.1	*Instructional leadership teams (ILT) and Professional Learning Committees (PCL) are needed to guide/train teachers for curriculum implementation and effective teaching* Aligned with Equity Plan ESSA*
5.2	*High school curriculum should support postsecondary success which is a priority for our campus.*
5.3	We need trainings and workshops to implement curriculum better
5.4	We need more differentiated curriculum that supports all students' needs

Need #	FAMILY AND COMMUNITY INVOLVEMENT
6.1	* Campus parental involvement policy must be evaluated and revised with parents.*
6.2	*Emphasize the effect of students' success to with our families and with involvement of parents in the review of the Parent Compact annually.*
6.3	Increase parental involvement and find ways to attract parents to be volunteers in our district, especially in 6-12 grades.
6.4	Emphasize the effect of parental involvement in students' success to our families

Need #	SCHOOL CONTEXT AND ORGANIZATION
7.1	*We need to create extra learning time for students at risk and low performing; such as after school and Saturday tutoring and summer school*
7.2	*Emphasize the effect of parental and family engagement in students' success to our families, with involvement of parents and community in the review and updating of the Parent and Family engagement policies and goals annually.*
7.3	We need a school counselor on campus

Need #	TECHNOLOGY
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8.1	*Educational software and hardware are needed for students and staff along with training to utilize them effectively.* Aligned with Equity plan and ESSA
8.2	We need trainings about how to utilize technology effectively
8.3	We need to have stronger bandwidth to increase internet speed
8.4	We need training and more support with skyward database.

IMPROVEMENT PLAN

Vision

The vision of School of Science and Technology is to prepare students for academic success in their future education, enable students to have a broad spectrum of options for their future endeavors, and prepare them to be responsible and productive citizens.

Each child has an inherent curiosity and love of learning; and each has a unique intelligence, capability, and learning style. With this in mind, we will create a student-teacher-parent/guardian triad. Our students will strive toward their highest levels of capability with an education addressing their individual learning styles, thus fostering within them a life-long love of learning.

Mission

Our mission is to create a safe and healthy learning environment that nurtures, motivates, and enables our elementary, middle school, and high school youth to develop into mindful and responsible people who contribute to their community and to the diverse society in which we all live. Our program is characterized by the cooperative presence and unified support of caring families, businesses, as well as educational and civic groups, with whom our students will interact. Our instruction guides students through development of creative and critical thinking and learning skills, and enables them to apply these skills through cooperative and interactive instruction in the core curricular areas.

Core Values

We believe that excelling in math and science prepares youth to succeed in college, the workplace, and the 21st century. School of Science and Technology schools demonstrate that, with a high-quality program and the right social and emotional supports in place, all students, regardless of racial or economic background, can achieve outstanding results. School of Science and Technology has developed a set of core values that inform and guide the organization in all aspects—from the classroom to the central office—and contribute to a consistent, results oriented culture across all regions and schools.

School of Science and Technology Core Values:

- High Expectations: Every student will learn and grow into a successful and productive citizen.
- Dedicated Staff: We do whatever it takes to help our students reach their goals.

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- Working Together: Our students, parents, and staff work in School of Science and Technology to create a strong community of success.
- Character Matters: We guide our students to value integrity, show respect, and be responsible.
- STEM for All: Every student will graduate with a strong understanding and appreciation of STEM and how it connects to the real world.

Per federal statute, the DIP must be

“developed in consultation with teachers, principals, administrators, and other appropriate school and district personnel, and with parents of children in schools served under the district.” ([Elementary and Secondary Education Act](#), Section 1112[d][1]). **School Profile**

DEMOGRAPICS	# of Students in 2017-18	% of Students in 2017-18	# of Students in 2016-17	% of Students in 2016-17	# of Students in 2015-16	% of Students in 2015-16
Total	282	100%	245	100%	N/A	N/A
Econ. Disadvantaged	240	85%	185	75%	N/A	N/A
LEP	56	20%	49	20%	N/A	N/A
SPED	13	4.6%	4	2 %	N/A	N/A
GT	26		12	5%	N/A	N/A
MALE	151	54%	125	51%	N/A	N/A
FEMALE	131	46%	120	49%	N/A	N/A
NATIVE	11	4%	1.1	0.004%	N/A	N/A
ASIAN	25	8.9%	23	9%	N/A	N/A
BLACK	133	62.8%	129	53%	N/A	N/A
WHITE	56	19.9%	33	13%	N/A	N/A
HISPANIC	57	20.2%	59	24%	N/A	N/A

SCHOOL OF SCIENCE AND TECHNOLOGY SCHOOLS GOALS

Goal #1 Student Achievement and Post–Secondary Success: SST-District will maintain rigorous standards of achievement to prepare all students for graduation and post-secondary success.

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Goal #2 Recruitment, Development, and Retention of Highly Qualified Staff: SST-District will employ, develop and retain highly qualified staff to maximize learning for all students.

Goal #3 Parent and Community: SST-District will work jointly with parents and the community to maximize learning for all students through two-way communication, collaborative partnerships and unity of purpose.

Goal #4 Safe Schools: SST-District strives to ensure a safe, healthy, and orderly environment conducive to learning for all students and staff.

Goal #5 Technology: SST-District will utilize technology to maximize learning for all students and to enhance the educational practices of teachers.

Goal #6 Extracurricular Programs: SST-District will give students the opportunity to expand their knowledge in the subject of their interest beyond curriculum level.

REQUIRED PROGRAM COMPONENTS BY ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA)

1. The summary of the outcome of the CNA. (*CNA Summary*)
2. School wide reform strategies. (*Strategies and Action Steps*)
3. Instruction by highly qualified teachers. (*SST-GOAL #2*)
4. High-quality and ongoing professional development program. (*SST-GOAL #2*)
5. Strategies to attract highly qualified teachers to high-need schools. (*SST-GOAL #2*)
6. Strategies to increase parental involvement. (*SST-GOAL #3*)
7. Plans for assisting preschool students in the successful transition from early childhood programs to local elementary school wide programs (*Not Applicable*)
8. Measures to include teachers in decisions regarding the use of academic assessments. (*SST-GOAL #1*)
9. Activities to ensure that students who experience difficulty attaining proficiency receive effective and timely additional assistance. (*SST-GOAL #1*)
10. Coordination and integration of federal, state, and local services and programs. (*SST-GOAL #1 & GOAL #4*)

Reference: https://tea.texas.gov/Finance_and_Grants/Grants/Federal_Flexibility_Initiative/Schoolwide_Programs/Schoolwide_Programs__Campus_Improvement_Plan

THE STATE OF TEXAS PUBLIC EDUCATION OBJECTIVES

- Objective 1:** Parents will be full partners with educators in the education of their children. (SST-GOAL #3)
- Objective 2:** Students will be encouraged and challenged to meet their full educational potential. (SST-GOAL #1)
- Objective 3:** Through enhanced dropout prevention efforts, all students will remain in school until they obtain a high school diploma. (SST-GOAL #1)
- Objective 4:** A well-balanced and appropriate curriculum will be provided to all students. (SST-GOAL #1)
- Objective 5:** Educators will prepare students to be thoughtful, active citizens who have an appreciation for the basic values of our state and national heritage and who can understand and productively function in a free enterprise society. (SST-GOAL #6)
- Objective 6:** Qualified and highly effective personnel will be recruited, developed, and retained. (SST-GOAL #2)
- Objective 7:** The state's students will demonstrate exemplary performance in comparison to national and international standards. (SST-GOAL #1)
- Objective 8:** School campuses will maintain a safe and disciplined environment conducive to student learning. (SST-GOAL #4)
- Objective 9:** Educators will keep abreast of the development of creative and innovative techniques in instruction and administration using those techniques as appropriate to improve student learning. (SST-GOAL #2)
- Objective 10:** Technology will be implemented and used to increase the effectiveness of student learning, instructional management, staff development, and administration. (SST-GOAL #5)
- Objective 11:** The State Board of Education, the agency, and the commissioner shall assist school districts and charter schools in providing career and technology education to students. (SST-GOALS #1 & #5)

TEA'S STRATEGIC PRIORITIES

- Goal #1:** Recruit, Support, and Retain Teachers and Principals. (SST-GOAL #2)
- Goal #2:** Building A Foundation of Reading and Math. (SST-GOAL #1)
- Goal #3:** Connect High School to Career and College. (SST-GOAL #1)
- Goal #4:** Improve Low-Performing Schools. (SST-GOAL #1)

SCHOOL OF SCIENCE AND TECHNOLOGY ADVANCEMENT STRATEGIC PLANNING GOALS, OBJECTIVES and ACTION STEPS

Goal 1: The School will maintain rigorous standards of achievement to prepare all students for graduation and post-secondary success.

Objective 1.1: Increase the achievement level at Approaches Grade Level or above in the following subjects (check all that apply) in STAAR:

All Students:

Reading by 1% Math by 0.5% Writing by .5% Science by 1% Social Studies by __%

African-American, Hispanic and Economically Disadvantaged Populations:

Reading by 2% Math by 1% Writing by .5% Science by 1% Social Studies by __%

LEP students:

Reading by 2% Math by 1% Writing by .5% Science by 1% Social Studies by __%

Special Education programs

Reading by 2% Math by 1% Writing by .5% Science by 1% Social Studies by __%

Objective 1.2 We need dropout prevention strategies for at risk students

Objective 1.3 Increase in enrollment and student retention. Reduce withdrawal rate.

Objective 1.4 We need dropout prevention strategies for at risk students

Objective 1.5 At risk students need immediate attention and resources. School counselor is needed.

Strategies and Action Steps	ESS A Com p.	Person(s) Responsible	Resources	Timeli ne	Evidence of Implementation	Evidence of Impact	Needs # Address ed
A * Utilize Tutors, Interventionists, Instructional Contract Services and other support personnel to provide consistent assistance to all students in need with push in, pull out, during, after, before school, or Saturdays including Accelerated Instruction*	1, 2, 8, 9	Principal, Asst. Principal	Title I, SCE, General Fund, Title IV	Yearly	Test scores, Mock Test results, Benchmark results, Intervention Binders	Benchmark Results, STAAR/EOC Results	2.1, 7.1, 1.2, 1.5

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B	*Purchase testing materials, educational software and supplemental instructional materials for STAAR Remediation and improving student performance including Special Education, ESL and at-risk students*	1, 2, 8, 9	Principal, Asst. Principal, Teachers	Title I, Title III, Title IV, IDEA B, SCE, General Fund	Yearly	Test scores, Mock Test results, Benchmark results	STAAR Test	5.2, 1.2, 1.4, 1.5
C	*Utilize Special Education teachers and related Instructional Contract Services to maximize the learning of students with special needs.*	1, 2, 8, 9	Principal, Asst. Principal, SPED Coordinator	IDEA B, SCE, General Fund	Yearly	Test scores, Mock Test results, Benchmark results	Reports	2.2
D	*Utilize Title III interventionists and related Instructional Contract Services to enhance LEP students' performance.*	1, 2, 8, 9	Principal, Asst. Principal, ESL Coordinator	Title III, General Fund, SCE	Yearly	Test scores, Mock Test results, Benchmark results	Benchmark Results, STAAR Test	2.2
E	Enroll students in AP, CTE and dual credit courses to attain post-secondary success.	1, 2, 8, 9,11	Principal, Asst. Principal, College Counselor	CTE, High School Allotment, SCE, General Fund,	Yearly	College Readiness Benchmarks, Course Enrollment	College Readiness	5.3
F	Establish and operate a Program Advisory Committee and conduct CTE Program Evaluation.	1, 2, 8, 9,11	Community Members, Administrators, CTE Teachers	CTE, High School Allotment, SCE, General Fund,	Yearly	Parent, Teacher and Admin Surveys	CTE Program Evaluation	5.3
G								

Goal 2: The School will employ, develop and retain highly qualified staff to maximize learning for all students.

Objective 2.1: Provide professional development opportunities for teachers and staff.

Objective 2.2: Recruit and retain highly qualified teachers and staff for all students.

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Objective 2.3: Students and parents need to be informed about career opportunities.

Objective 2.4: A Behavior counselor is needed to help students deal with personal issues and challenges that interfere with academic success.

	Strategies and Action Steps	ESS A Comp.	Person(s) Responsible	Resources	Timeline	Evidence of Implementation	Evidence of Impact	Needs # Addressed
A	*Provide professional development opportunities to teachers and staff using contracted services*	1, 2, 3, 4, 5	Principal	Title II, SCE, General Fund	Yearly	Certificate of completion, attendance logs	Teacher evaluation	4.1, 2.1
B	*Utilize cluster Instructional Leadership Team (ILT) for mentoring, supporting and training teachers*	1, 2, 3, 4, 5	Principal, Asst. Principal	Title II, General Fund	Yearly	TES,	Evaluation,	5.1, 2.2
C	Train administrators on job interview skills and organize job fairs	1, 2, 3, 4, 5	Principal	Title II, SCE, General Fund	Yearly	Activity calendar, attendance logs	Evaluation	4.1, 2.3
D	Utilize mentor teachers and department chairs for onboarding new teachers and teachers in need of assistance	1, 2, 3, 4, 5	Principal, Asst. Principal	Title II, General Fund, SCE	Yearly	Mentor assignment lists, meeting schedules	Evaluation	4.2
E	Hold meetings, social events and team building activities with faculty to increase moral and improve school environment	1, 2, 3, 4, 5	Principal, Asst. Principal Teachers	SCE, General Fund	Monthly	Events, activities, activity calendar	Surveys	7.2
F	Provide a campus counselor to help students deal with personal issues and challenges that interfere with academic success	1, 2, 3, 4, 5	Principal, Asst. Principal	SCE, General Fund	Yearly	TES	Reports	2.4, 1.5,

Goal 3: The School will work jointly with parents and the community to maximize learning for all students through two-way communication, collaborative partnerships and unity of purpose.

Objective 3.1: Provide volunteer opportunities for students and parents at school and in the community.

Objective 3.2: Enhance communication, collaboration, and involvement among the staff, parents, and community to support the students.

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Objective 3.3: We need to provide more extra-curricular activities, clubs, after school programs and academic competitions opportunities suitable for middle school students.

Objective 3.4 We need a larger facility with a gym and access to the school on Saturdays.

	Strategies and Action Steps	ESS A Comp.	Person(s) Responsible	Resources	Timeline	Evidence of Implementation	Evidence of Impact	Needs # Addressed
A	*Provide opportunities at school for parents to participate in academic and social events with their children*	1, 2, 6	Principal, Asst. Principal	Title I, III, SCE, General Fund	Quarterly	Activity calendar	Survey	6.1,6.2,6.3,6.4
B	Use , website, newsletters, email, School of Science and Technology (SST) platform to increase communication and involvement	1, 2, 6	Principal, Asst. Principal, Teachers	SCE, General Fund	Monthly	Newsletters	Surveys, Volunteer Leader Board	6.1, 7.2
C	Encourage teachers to schedule home visits to all, especially economically disadvantaged students.	1, 2, 6	Principal, Assistant Principal, Teachers	SCE, General Fund	Monthly	Home visit logs	Activity Report	6.1
D	Provide other programs to parents such as Homeroom parents, Hundred community service hours, MOUs with Businesses and Colleges	1, 2, 6	Principal, Asst. Principal, Teachers	SCE, General Fund	Yearly	Activity calendar	Activity Report	6.1, , 6.2, 6.3, 6.4
E	A different location with a larger building that has a gym is needed in order to reduce mobility, have a gym and continue to grow.	1, 2, 6	District, Principal,	SCE, General Fund	Yearly	New Building, New Address	Contract	3.4

Goal 4: The School strives to ensure a safe, healthy and orderly environment conducive to learning for all students and staff.

Objective 4.1: Provide staff development regarding discipline and classroom management issues.

Objective 4.2: Provide a coordinated health program to encourage students to participate physical activities.

Objective 4.3: Provide a safe school environment for all students and staff.

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	Strategies and Action Steps	ESS A Comp.	Person(s) Responsible	Resources	Timeline	Evidence of Implementation	Evidence of Impact	Needs # Addressed
A	*Provide staff development in safe schools and enforce a school safety program that addresses conflict management, bullying, suicide prevention, discipline management, violence prevention and intervention methods.*	1, 2, 10	Principal, Asst. Principal, Teachers	Title I, Title II, SCE, General Fund	Yearly	Activity calendar	Reports	3.1
B	*Help students track and evaluate their fitness assessment data and ensure that they participate in moderate to vigorous physical activity *	1, 2, 10	Physical Education Staff	SCE, General Fund	Yearly	Participation rate of physical activities	Fitness assessment data	3.2
C	Enroll students in Character Education classes that provide awareness of sexual abuse and dangers of drugs, alcohol, and tobacco.	1, 2, 10	Principal, Asst. Princ.,	SCE, General Fund	Yearly	Course schedule	Reports	3.1
D								

Goal 5: The School will utilize technology to maximize learning for all students and to enhance the educational practices of teachers.

Objective 5.1: Ensure that all students and staff utilize technology as a tool for learning.

Objective 5.2 We need trainings and workshops for teachers to implement curriculum better

Objective 5.3 We need more differentiated curriculum that supports all students' needs

	Strategies and Action Steps	ESS A Comp.	Person(s) Responsible	Resources	Timeline	Evidence of Implementation	Evidence of Impact	Needs # Addressed
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A	*Purchase technology devices (document camera, laptop, chromebook, etc.) and educational software to maximize learning and teaching.*	1, 2, 4, 9	Principal, Asst. Principal, Teachers	Title I, SCE, General Fund	Yearly	Inventory, Invoices	STAAR Results, Benchmarks	8.1
B	*Provide staff development on integration of technology in instructional and administrative programs*	1, 2, 4, 9	Principal	Title I, II, SCE, General Fund	Yearly	Annual PD Plan	Attendance Roster,	8.1, 8.2
C		1, 2, 4, 9		SCE, General Fund				

Goal 6: The School will give students the opportunity to expand their knowledge in the subject of their interest beyond curriculum level.

Objective 6.1: Campus parental involvement policy must be evaluated and revised with parents

Objective 6.2: Emphasize the effect of students' success to our families and with involvement of parents in the review of the Parent Compact annually.

Objective 6.3: Increase parental involvement and find ways to attract parents to be volunteers, especially in 6-12 grades.

Objective 6.4: Emphasize the effect of parental involvement in students' success to our families

	Strategies and Action Steps	ESS A Comp.	Person(s) Responsible	Resources	Timeline	Evidence of Implementation	Evidence of Impact	Needs # Addressed
A	Ask teachers to offer variety of clubs and contract with organizations to offer programs at school	1, 2, 8	Principal, Asst. Princ., Teachers	SCE, General Fund	Yearly	Schedule, sign-in sheets		3.3
B	Encourage students to participate in various competitions. Math Counts, Math League, Science Fairs, I-SWEEP, Science Olympiad, Robotics etc.	1, 2, 8	Principal, Asst. Princ., Teachers	SCE, General Fund	Yearly	Schedule, sign-in sheets	Awards	3.3

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C			SCE, General Fund				
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Goal 7: The school will create a more balanced schedule to allow time for teacher planning, mentoring, and meetings in order to keep everyone informed and cohesive in addition to Saturday tutorials and summer school for at risk students.

Objective 7.1: *We need to create extra learning time for students at risk and low performing; such as after school and Saturday tutoring and summer school*

Objective 7.2: *Emphasize the effect of parental and family engagement in students' success to our families, with involvement of parents and community in the review and updating of the Parent and Family engagement policies and goals annually. *

Objective 7.3: We need a school counselor on campus

	Strategies and Action Steps	ESSA Comp.	Person(s) Responsible	Resources	Timeline	Evidence of Implementation	Evidence of Impact	Needs # Addressed
A	Department heads and/or coordinators will meet weekly with AP for updates with meeting minutes. Meeting minutes will be in a shared folder with admins.	1, 2	Principal, Asst. Principal, coordinators and dept. heads	SCE, General Fund	Yearly	Meeting Minutes	Documented changes in writing and effective communication methods for staff	7.1,
	Provide students with social and emotional support	1,2	Principal, Counselor	SCE, General Fund	Yearly	Documentation forms, logs	Reports	7.3

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Goal 8: Educational software and hardware are needed for students and staff along with training to utilize them effectively.

Objective 8.1: *Educational software and hardware are needed for students and staff along with training to utilize them effectively. * Aligned with Equity plan and ESSA.

Objective 8.2: We need trainings about how to utilize technology effectively

Strategies and Action Steps	ESSA Comp.	Person(s) Responsible	Resources	Timeline	Evidence of Implementation	Evidence of Impact	Needs # Addressed
A	1, 2	Principal, Asst. Principal, Teachers	SCE, General Fund				

**SCHOOL OF SCIENCE AND TECHNOLOGY ADVANCEMENT
2018-2019 Federal and State Programs Budget**

Program/Service	Budget Amount	FTEs	Program/Service	Budget Amount	FTEs
Title I Part A (Fund Code: 211; Intent Code: 30) Title IV A (Fund Code: 289; Intent Code: 24)			Career & Technology (CTE) (Fund Code: 420; Intent Code: 22)		
Payroll – Instructional Support	\$92316	1.5	Payroll – Instructional Support	\$	0
Instructional Contract Services	\$1.00		Instructional Contract Services	\$	
Instructional Supplies	\$1.00		Instructional Supplies	\$	
Total	\$92318		Total	\$	
Title II Part A (Fund Code: 255; Intent Code: 24)			Special Education (Fund Code: 420; Intent Code: 23)		
Payroll – Instructional Support	\$8151	.2	Payroll – Instructional Support	\$13,150	.3
Instructional Contract Services	\$1.00		Instructional Contract Services	\$1.00	
Instructional Supplies	\$1.00		Instructional Supplies	\$1.00	
Total	\$8153		Total	\$13,148	
Title III Part A (Fund Code: 263; Intent Code: 25)			Bilingual Education (Fund Code: 420; Intent Code: 25)		
Payroll – Instructional Support	\$4974	.1	Payroll – Instructional Support	\$13,471	.3
Instructional Contract Services	\$1.00		Instructional Contract Services	\$1.00	
Instructional Supplies	\$1.00		Instructional Supplies	\$1.00	
Total	\$4976		Total	\$13,469	
IDEA B (Fund Code: 224; Intent Code: 23)			Compensatory Education (Fund Code: 420; Intent Code: 30)		
Payroll – Instructional Support	\$3332	.1	Payroll – Instructional Support	\$66,844	1.3
Instructional Contract Services	\$1.00		Instructional Contract Services	\$1.00	
Instructional Supplies	\$1.00		Instructional Supplies	\$1.00	
Total	\$3334		Total	\$66,846	

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Gifted & Talented (GT) (Fund Code: 420; Intent Code: 21)			High School Allotment (Fund Code: 420; Intent Code: 31)		
Payroll – Instructional Support	\$1,545	.03	Payroll – Instructional Support	\$	0
Instructional Contract Services	\$1.00		Instructional Contract Services	\$	
Instructional Supplies	\$1.00		Instructional Supplies	\$	
Total	\$1547		Total	\$	
Please fill out each highlighted cell.					