



*APC  
M. Guillen  
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Counselors*

Priority Schools Division  
Associate Superintendent

TO: EPISD High School Principals  
EPISD High School Guidance and Instruction Principals  
EPISD High School Registrars

FROM: Damon Murphy Ed.D.  
Robert Ortega

SUBJECT: Reclassification of Sophomores

DATE: February 7, 2007

Effective immediately, Sophomore students who have completed the required number of credits to reclassify as Juniors – and who have already taken the 10<sup>th</sup> grade TAKS test at least once – should be reclassified as Juniors at this time. Furthermore, in the future you will be allowed to reclassify these students immediately following the close of the 1<sup>st</sup> semester.

After consultation with the Texas Education Agency and Region 19, Dr. Garcia agrees that reclassifying these students honors them by recognizing their hard work and accomplishments. Emotionally, this recognition can do much for their self-esteem and in turn, increase their academic motivation. With this opportunity, these students will be one step closer to a timely graduation. Furthermore, mid-year reclassification allows for a more meaningful, rigorous, and appropriate testing scenario, giving these qualifying students an incentive to excel on the exit-level test this February and April.

**At the earliest convenience, all high schools need to identify the qualifying Sophomores on each respective campus and email Esther Hughes in the Priority Schools Division a listing of these students in an Excel spreadsheet with the following information:**

- Student Name
- Student Identification Number
- Number of Credits Earned as of January 2007 (can come later if not readily available...)
- 10<sup>th</sup> Grade TAKS Test Confirmation

Thank you. You will also need to notify these students and their parents of this event ASAP. Finally, stay tuned for information regarding the acquisition of appropriate TAKS testing materials for these students from Brenda Booth. Thanks again.

Coach  
**From:** Damon Murphy

[REDACTED]  
[REDACTED]  
**Subject:** Princeton Review Coaches

Dear Principals:

At Tuesday's Board Meeting, the Princeton Review Academic Coach contract was approved. In late January, coaches will be arriving for full time duty at your campus. Remember that in October you worked with your director to allocate SIP money for various projects, including this Princeton Review Coach Model. You will remember that they were quite expensive.....

This project is moving forward. At this time, we are reserving the following positions:

Two Coaches at Henderson (\$130,000)

Two Coaches at Austin (\$130,000)

Two Coaches at Jefferson (\$130,000)

Two Coaches at Bowie (\$130,000)

Furthermore, there very well will be opportunities at these campuses for an additional third coach, if this is desired.

PLEASE EMAIL ME BACK AND CONFIRM THAT YOU ARE READY FOR THIS PROJECT. ALSO, SUBMIT A SIP ACCOUNT NUMBER TO PAY FOR THIS. ALSO, LET ME KNOW IF YOU DESIRE A THIRD COACH. THANK YOU.

**From:** Damon Murphy

**Date:** 9/22/2006 10:26 AM

**Subject:** INOVA Goals

I think we had a great day yesterday. Remember that you wrote out and set some goals in the afternoon about sub-pops and their TAKS scores.

The next step is to publish those goals and get buy-in from the faculty. Please put together a process in which you do this, and have it out by the end of next week.

Again, publish the goals you set yesterday, and get FORMAL teacher buy-in regarding those goals.

**Buy-in would be measured by teachers not only accepting the goals, but by each individual teacher beginning a process to specifically target some of their own students that will most likely impact the goals.**

**Something like the following set of questions to each teacher:**

**Here are the sub-pop goals.**

**What do you think of them?**

**Which kids do you personally teach that could most significantly impact these sub-pop goals? (borderline kids in the specific sub-pops would be the best targets).**

**What are you doing special for these kids?**

Please put something together and get this out by the end of next week.

The following step will be to get together your CORE kids from across the campus who can most impact the scores... But first, let's do this publishing and buy-in process.

Thanks and have a great weekend.