



GARLAND INDEPENDENT SCHOOL DISTRICT

DATE: March 31, 2023

TO: All Secondary Administrators  
Secondary Counselors  
Secondary Math and ELAR Teachers

FROM: Kevin Massey, Advanced Academics Administrator

RE: Changes to Scholars Programming and Required TPR Training

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**Historical Scholars Academy and KD College Prep**

- Based on student/parent feedback, the preference is for Scholars test prep programming to be moved to the school day instead of a supplemental summer program.
  - Historically, only 50-60% of students invited to summer Scholars Academy programming have accepted the invitation to attend, and only 15-25% of students invited to KD College Prep programming have accepted the invitation to attend.

**New for 2023-2024**

- Scholars Academy will not take place during the summer and KD College Prep will not be utilized. This change provides the following:
  - Increases the number of days Scholars receive targeted test prep.
  - Provides students with test prep leading up to the October PSAT 8/9 and PSAT/NMSQT administration.
  - Removes supplemental program participation hurdles for students.
  - Expands test prep to include rising 8<sup>th</sup> and 9<sup>th</sup> graders compared to historical programming that served only rising 10<sup>th</sup> and 11<sup>th</sup> graders.
- Campuses will split the top 54-60 students in each grade level 8, 9, 10, and 11 into 2 advisory sections based on math/ELAR assessment performance:
  - MAP (Math and Reading) – Rising 8<sup>th</sup> grade students.
  - PSAT 8-9 Total Score – Rising 9<sup>th</sup> and 10<sup>th</sup> grade students.
  - PSAT/NMSQT Selection Index Score – Rising 11<sup>th</sup> grade students.

- Campuses will receive 23-24 student grouping lists the week of April 10<sup>th</sup>.
- This will capture 162-180 students at each HS campus and 54-60 students at each MS campus far exceeding the historically served 150-200 students.
- One section in each grade level 8, 9, 10, and 11 will be taught by a math teacher and the other section by an ELAR teacher.
  - Teachers must complete (or [have completed](#)) The Princeton Review (TPR) training.
    - HS campuses with teachers that previously taught Scholars Academy during the summer are required to assign Scholars Academy teachers to the Scholars programming advisory sections.
  - The math and ELAR TPR trained teachers will coordinate switching rooms or students every other day to ensure students receive equitable math and EBRW test prep.
- Please review the [Rising Scholars Communication](#) that will be sent via Skyward Message Center to Rising Scholars (top 100 rising 9<sup>th</sup> and 10<sup>th</sup> graders in the district based on PSAT 8/9 total score).
- Please review the [Superintendent's Scholars Communication](#) that will be sent via Skyward Message Center to Superintendent's Scholars (top 100 rising 11<sup>th</sup> graders in the district based on PSAT/NMSQT selection index score).

### **The Princeton Review Training**

- Each HS campus is required to have 3 math and 3 ELAR TPR trained teachers to cover the Scholars programming sections.
- Each MS campus is required to have 1 math and 1 ELAR TPR trained teacher.
- Campuses need to [submit teacher names for summer 2023 TPR training](#) by June 15, 2023.
- The TPR 2-day training will be offered face-to-face (location TBD):
  - July 17 & 18 = 9:00 a.m. - 3:00 p.m. for ELAR teachers
  - July 19 & 20 = 9:00 a.m. - 3:00 p.m. for Math teachers
  - Teachers will receive supplemental pay for attending the training.



GARLAND INDEPENDENT SCHOOL DISTRICT

DATE: March 31, 2023

TO: All Campus Administrators, VAPA, Athletics, and HPE Staff

FROM: LeeAnn Stephenson, Coordinator Health & PE

RE: PFAI FITNESSGRAM DATA DUE



**Reminder, Fitnessgram student data is due Friday, March 31, 2023.**

[GISD PFAI Fitnessgram Due Dates](#)

In accordance with the **Texas Education Code 38.101-38.104**, the FITNESSGRAM physical assessment **MUST** be administered to all students in grades 3-12 who are enrolled in a class receiving physical education credit.

**PFAI FITNESSGRAM INSTRUCTIONS**

Teachers will use the GISD PFAI tool to input student PFAI Fitnessgram data to ensure the data collected is formatted correctly, input accurately, and submitted timely and efficiently. K-12 physical education teachers are trained on how to access, use, and submit PFAI data.

[PFAI Fitnessgram Instructions](#)

**Who Must be Tested for PFAI Fitnessgram?**

Grades 3-12 PE teachers, athletic coaches, and alternative PE course instructors (including ROTC, marching band, color guard, cheerleading, drill team, and OCPE) will fitness test their students and input their student fitness data on the provided GISD PFAI Fitnessgram spreadsheet by the due dates assigned.



**GARLAND INDEPENDENT SCHOOL DISTRICT**

**DATE:** March 31, 2023  
**TO:** All Supervisors  
**FROM:** Human Resources  
**RE:** Supervisor Role & Responsibilities: Employee Resignation & Retirement

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To facilitate the resignation/retirement process in a timely manner, supervisors must ensure that all steps in the Garland ISD Resignation/Retirement Protocol are completed. The process is twofold: employee action and supervisor action.

**Step 1: Employee Action:**

The resigning/retiring employee must submit a PRS-30 Form (Laserfiche) to the Human Resources Department to begin the process. A notification is then sent to the employee's supervisor.

**Step 2: Supervisor Action:**

The applicable HR Director will either approve or deny the request. The supervisor receives another notification once the request is approved or denied.

If the request is approved, the supervisor must enter the resignation/retirement information in Oracle via HR Self-Service. The supervisor will receive a notification from Oracle once they complete this step. *If the request is denied, the supervisor must contact their HR Director for more information.*

Contact your HR Director with any questions about the resignation/retirement process.

**Resignation/Retirement Process Overview**

