

# Port Neches-Groves Independent School District



## Groves Intermediate School

Accountability Rating: C

## 2026-2027 Campus Improvement Plan

# Mission Statement

The mission of Groves Intermediate is to provide high quality instruction, reach all students so they can excel academically, create a positive school climate for learning and a caring atmosphere through which we can offer the best possible educational opportunities.

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# Comprehensive Needs Assessment

# Needs Assessment Overview

## Summary

The Campus Improvement Committee met to work on the Comprehensive Needs Assessment and campus improvement plan in the areas of Demographics, Student Achievement, District Processes and Programs, and Perceptions.

Even with increasingly varied demographics, PN-GISD and all campuses continue to strive for academic achievement improvement and closing achievement gaps across the district in all subjects.

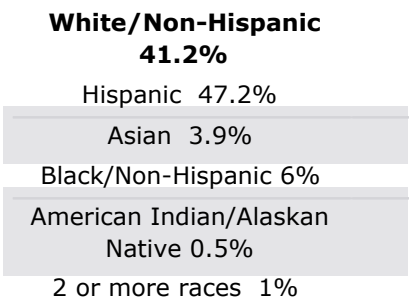
To avoid the time and expense involved in training and paying existing personnel in all facets of state and federal programs, the district needs to contract for professional and consultant services with an outside consulting service to provide technical assistance related to specified federal programs in order to maintain efficiency and compliance. Title IV funds are redirected across the district to cover 100% of the salary of additional personnel unites for allowable Title I activities.

# Demographics

## Summary

Groves Intermediate is located in Groves, TX and is part of Port Neches-Groves Independent School District. We serve all of the 3rd, 4th and 5th grade students of Groves, Texas. On average, we serve 600 students.

### GI Demographics 2026



Demographic notes:

Economically disadvantaged: 52.4%

Student enrollment: 616

## Strengths

- Steady enrollment from year to year
- Works to meet the needs of all students
- Strong focus on our stakeholders and their needs

# Problem Statements Identifying Demographics Needs

| Problem Statement                                                                                                                                            | Root Cause                                                                                                    |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|
| <div>1</div> <div>★</div> <div>Increase bilingual certified teachers on campus and continue encouragement of ESL certification for all other teachers.</div> | <div>Our percentage of English learners continues to increase and we must continue our support to them.</div> |

★ = Priority

# Student Learning

## Summary

Groves Intermediate's state assessment scores remain consistent each year. Our campus performs benchmarks at the beginning, middle and end of each school year. These benchmarks show student achievement and growth in reading, math, writing, science and social studies. Data below is for 2025-2026 school year:

| Test                    | Grade | Scale Score +/- | GE BOY | GE EOY | Progress |
|-------------------------|-------|-----------------|--------|--------|----------|
| STAR Reading            | 3rd   | +43             | 3.4    | 4.3    | Yes      |
| STAR Math               | 3rd   | +60             | 3.2    | 4.5    | Yes      |
| STAR Reading            | 4th   | +25             | 4.9    | 5.2    | Yes      |
| STAR Math               | 4th   | +66             | 4.1    | 6.6    | Yes      |
| STAR Reading            | 5th   | +30             | 5.3    | 6.5    | Yes      |
| STAR Math               | 5th   | +44             | 5.6    | 7.6    | Yes      |
| Academic Science        | 3/4/5 | progress        | n/a    | n/a    | Yes      |
| Academic Social Studies | 3/4/5 | progress        | n/a    | n/a    | Yes      |

## Strengths

- Guided learning in all areas
- Teaming approach
- Inclusion classes for all subjects
- Interactive learning
- Focus on student growth
- Prioritize literacy as a focus and foundation for instruction
- Pacing guides assist teachers in lesson planning as well as Instructional Coach to assist with curriculum

# Problem Statements Identifying Student Learning Needs

| Problem Statement |                                                                                                                         | Root Cause                                                                                                                                                                                                                                                                                    |
|-------------------|-------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1<br>★            | Increase bilingual certified teachers on campus and continue encouragement of ESL certification for all other teachers. | Our percentage of English learners continues to increase and we must continue our support to them.                                                                                                                                                                                            |
|                   | 2<br>★                                                                                                                  | Continue to work to close the gap with all students. Covid caused learning loss and time out of the classroom for students and staff members. Closing the gaps will continue to be a priority for all students. We continue to see students struggle with basic skills that are not the norm. |

★ = Priority

# School Processes & Programs

## Summary

Port Neches-Groves ISD has a long-standing reputation of recruiting, hiring and retaining exceptionally talented and capable employees. Campus administrators along with campus-based hiring teams conduct intensive screening and interviewing processes to ensure that all new employees meet the high standards that the district requires and that our community expects. Programs offered at GI include: art, music, choir, science lab, technology applications, gifted and talented, special education, inclusion, Section 504, ESL and bilingual, counseling.

## Strengths

- Sets attainable goals for students to be successful
- Campus Leadership Team to grow teacher leaders and encourage lifelong learning.
- Professional development opportunities to stay abreast with the constant changes within public education in Texas
- Interactive and engaging classrooms
- Maintain valuable partnerships with local businesses and industry
- Teachers are provided with supplemental programs and website subscriptions to use during both whole group instruction and intervention

# Problem Statements Identifying School Processes & Programs Needs

| Problem Statement                                                                                                                                                                                                        | Root Cause                                                                                                                                          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| <div>1</div> <div>★</div> <div>There is a lack of vertical and horizontal alignment in our district curriculum and resources from K-12. Curriculum purchases will be vetted to align curriculum to best practices.</div> | <div>Campuses have been selecting their campus resources and with the number of campuses that were in the district it was difficult to align.</div> |

★ = Priority

# Perceptions

## Summary

Groves Intermediate opened their doors in August 2023. The physical location was once West Groves Education Center. Groves Intermediate is a 3rd, 4th and 5th grade campus that receives students from Groves Primary School. Groves Intermediate's mascot is the Chiefs. We have strong parent and family engagement and support.

## Strengths

- New elementary schools where all same aged students in each town attend school together
- Supports parent teacher conferences in the fall and spring for elementary teachers/parents as well as encouraging continuous communication throughout the year
- RTT Mobile translators are provided for various parent meetings, when needed
- Promoting positive campus activities through social media
- Always do what's best for students





# Priority Problem Statements

## Problem Statement

## Root Cause

1  
★

Continue to work to close the gap with all students.

Covid caused learning loss and time out of the classroom for students and staff members. Closing the gaps will continue to be a priority for all students. We continue to see students struggle with basic skills that are not the norm.

2  
★

There is a lack of vertical and horizontal alignment in our district curriculum and resources from K-12. Curriculum purchases will be vetted to align curriculum to best practices.

Campuses have been selecting their campus resources and with the number of campuses that were in the district it was difficult to align.

3  
★

Increase bilingual certified teachers on campus and continue encouragement of ESL certification for all other teachers.

Our percentage of English learners continues to increase and we must continue our support to them.

★ = Priority



# Data Documentation for CNA

# Data Documentation for CNA

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

## Improvement Planning Data

- ☒ District goals
- ☒ Campus goals
- ☒ State and federal planning requirements

## Accountability Data

- ☒ Texas Academic Performance Report (TAPR) data

## Student Data: Assessments

- ☒ State and federally required assessment information
- ☒ STAAR current and longitudinal results, including all versions
- ☒ Local benchmark or common assessments data

## Student Data: Behavior and Other Indicators

- ☒ Attendance data

## Employee Data

- ☒ Professional learning communities (PLC) data
- ☒ Staff surveys and/or other feedback
- ☒ Campus department and/or faculty meeting discussions and data
- ☒ Professional development needs assessment data
- ☒ T-TESS data
- ☒ Classroom and school walkthrough data

## Parent/Community Data

- ☒ Parent surveys and/or other feedback

☒ Parent activity evaluations and feedback data

## Support Systems and Other Data

☒ Budgets/entitlements and expenditures data



# Goals

# Goal 1 PNGISD will maintain a strong emphasis in literacy and mathematics to ensure every student grows each year.

## Performance Objective 1

PNGISD will maximize academic growth for each student through programs rooted in literacy to increase academic success.

**Evaluation Data Source:** District benchmarks, STAAR assesments

### Strategy 1

Continue to enhance core instruction in the classroom with a focus on TEKS Resource System and PNGISD Pacing Guides.

**Strategy's Expected Result/Impact:** Students will show growth on STAR Renaissance and STAAR at the end of the school year.

**Staff Responsible for Monitoring:** Principal  
Assistant Principal  
Academic Teachers  
Instuctional Coach

#### Formative Reviews

November

February

May

May

### Strategy 2

Strengthen instructional leadership capacity of campus leaders through the use of instructional coach and support provided at admin. team meetings.

**Strategy's Expected Result/Impact:** Grow campus leaders by providing support through instructional coach, targeting professional learning and coaching.

**Staff Responsible for Monitoring:** Principal  
Assistant Principal  
Counselor  
Academic Teachers  
Instructional Coach

#### Formative Reviews

### Strategy 3

Provide continuous instructional coaching for continued teacher growth.

**Strategy's Expected Result/Impact:** Teacher growth and utilization of district curriculum team, TEKS resource system and pacing guides.

**Staff Responsible for Monitoring:** Principal  
Assistant Principal  
Counselor  
Academic Teachers  
Instructional Coach

#### Formative Reviews

November

February

May

May

### Performance Objective 2

PNGISD will maximize academic growth for each student through programs rooted in mathematical problem solving to increase academic success.

**Evaluation Data Source:** District benchmarks  
STAAR assessments

### Strategy 1

Continue to enhance core instruction in the classroom with a focus on problem solving through embedded instructional strategies.

**Strategy's Expected Result/Impact:** Students will show growth on STAAR and STAR Renaissance at the end of the school year.

**Staff Responsible for Monitoring:** Principal  
Academic Teachers  
Instructional Coach

**Funding Sources:** 199 - General Fund,

#### Formative Reviews

November

February

May

May

### Strategy 2

Strengthen instructional leadership capacity of campus leaders through the use of instructional coach and support provided at admin. team meetings.

**Strategy's Expected Result/Impact:** Grow campus leaders by providing support through instructional coach, targeting professional learning and coaching.

**Staff Responsible for Monitoring:** Principal  
Academic Teachers  
Instructional Coach

**Funding Sources:** 199 - General Fund,

**Formative Reviews**

NovemberFebruaryMayMay

**Strategy 3**

Provide continuous instructional coaching for continued teacher growth.

**Strategy's Expected Result/Impact:** Teacher growth and utilization of district curriculum team, TEKS resource system, and pacing guides.

**Staff Responsible for Monitoring:** Principal  
Assistant Principal  
Counselor  
Academic Teachers  
Instructional Coach

**Formative Reviews**

NovemberFebruaryMayMay

# Goal 2

PN-GISD will annually increase student engagement and performance in activities that prepare 100% of students for post-secondary educational and career paths.

## Performance Objective 1

Increase student engagement and performance in activities that prepare 100% of students for post-secondary educational or career paths.

**Evaluation Data Source:** Utilize the CCMR indicators that are reported annually to monitor progress and show growth.

### Strategy 1

Increase awareness with careers with career week as well as through social studies classes.

**Strategy's Expected Result/Impact:** Increase awareness on careers and qualifications for careers.

**Staff Responsible for Monitoring:** Principal  
Assistant Principal  
Counselor  
Teachers  
Instructional Coach

**Funding Sources:** 199 - General Fund, , Campus Funds,

### Formative Reviews

November

February

May

May

### Strategy 2

Encourage students to participate in career week and other social studies events.

**Strategy's Expected Result/Impact:** Increase awareness on careers and qualifications for careers.

**Staff Responsible for Monitoring:** Principal  
Assistant Principal  
Teachers  
Instructional Coach

**Funding Sources:** 199 - General Fund,

**Formative Reviews**

**November**

**February**

**May**

**May**

# Goal 3

PNGISD will provide all students a safe, drug free environment that is conducive to learning and supports their social emotional wellbeing.

## Performance Objective 1

PNGISD will provide professional learning and training to ensure all staff are aligned in our safety protocols and procedures.

**Evaluation Data Source:** Training provided, staff knowledge and preparedness to react and respond to situations.

### Strategy 1

PNGISD will provide training on Standard Response Protocol and Stop the Bleed to all faculty, staff and substitutes.

**Strategy's Expected Result/Impact:** Preventative training to ensure all staff and students are safe in the event their is a threat to our district, campus, staff and students.

**Staff Responsible for Monitoring:** Principal  
Assistant Principal  
SRO  
School Marshal

**Funding Sources:** 199 - General Fund,

### Formative Reviews

November

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May

### Strategy 2

PNGISD will provide training and resources to parents and community stakeholders to ensure engagement and understanding of school safety.

**Strategy's Expected Result/Impact:** Training will lead to safer schools; parent and community awareness.

**Staff Responsible for Monitoring:** Principal  
Assistant Principal  
SRO  
School Marshals

## Formative Reviews

November

February

May

May

### Strategy 3

Provide anonymous online reporting system for campus safety concerns.

**Strategy's Expected Result/Impact:** Online reporting system will provide stakeholders with a way to report anonymously campus safety concerns.

**Staff Responsible for Monitoring:** Principal  
Assistant Principal  
SRO  
School Marshals

## Formative Reviews

November

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May

### Performance Objective 2

PNGISD will utilize and adhere to Threat Assessment Protocols in an effort to prevent threats(mental and physical) to PNGISD staff and students.

**Evaluation Data Source:** Threat assessment reports, proactive approach to possible threats

### Strategy 1

PNGISD will partner with Samaritan Counseling to provide wrap around services to support students and ensure they are in a safe conducive learning environment.

**Strategy's Expected Result/Impact:** Students social emotional and mental needs will be addressed to ensure safe learning environment, Samaritan Counseling will provide data detailing their impact and number of students served.

**Staff Responsible for Monitoring:** Principal  
Assistant Principal  
Counselor  
Samaritan Counseling Input

## Formative Reviews

November

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May

May

Strategy 2

PNGISD will provide helpful resources to students, staff and community in regards to mental health.

**Strategy's Expected Result/Impact:** Increased understanding of mental health needs and resources available.

**Staff Responsible for Monitoring:** Principal  
Assistant Principal  
Counselor

Formative Reviews

November                                      February                                      May                                      May

# Goal 4 PNGISD will continue to recruit, retain, and develop faculty and staff through continuous development and training.

## Performance Objective 1

100% of instructional staff and administrators will be offered high quality professional development opportunities.

**Evaluation Data Source:** PDExpress evaluations  
PD attendance records  
PD registration info

### Strategy 1

Instructional technology professional development opportunities will be provided to teachers, staff and administrators. Opportunities may include campus-based training, online training, face to face training, Region 5 workshops, etc.

**Strategy's Expected Result/Impact:** Faculty, staff and administrators who demonstrate mastery of technology will lead/teach by example with daily use of these skills.

**Staff Responsible for Monitoring:** Technology Dept.  
Principal  
Assistant Principal  
Instructional Coach

**Funding Sources:** 199 - General Fund,

### Formative Reviews

November

February

May

May

### Strategy 2

Leadership professional development will be encouraged for administrators: TEPSA, Region 5 workshops, Admin. Meetings, Networking

**Strategy's Expected Result/Impact:** Leadership PD will enable instructional leaders to more effectively mentor teachers.

**Staff Responsible for Monitoring:** Principal  
Assistant Principal  
Counselor  
Instructional Coach

**Funding Sources:** 211 - Title I-A,

Formative Reviews

NovemberFebruaryMayMay

Strategy 3

Provide teachers with staff development through district training, campus training, conferences, workshops, Region 5, speakers, etc.

**Strategy's Expected Result/Impact:** Staff development equips staff with instructional technology strategies to use in their classroom.

**Staff Responsible for Monitoring:** Principal  
Assistant Principal  
Instructional Coach  
Technology Dept.

Formative Reviews

NovemberFebruaryMayMay

Goal 5

PN-GISD personnel will provide opportunities for students, families, and the community to support student learning.

Performance Objective 1

PNGISD will increase the percent of stakeholders who feel engaged with and connected to the school and district.

**Evaluation Data Source:** Parent Sign in Sheets  
Attendance at campus events  
Participation in PTO

Strategy 1

Encourage parents and stakeholders to be involved with the campus through any of the following: parent teacher conferences, PTO, campus events, programs, Facebook page, campus remind, volunteering on campus

**Strategy's Expected Result/Impact:** Students, parents and staff will work together to increase student participation and performance through campus events, PTO, conferences, teacher remind and volunteering on campus.

**Staff Responsible for Monitoring:** Principal  
Assistant Principal  
Counselor

Formative Reviews

November

February

May

May

Performance Objective 2

PNGISD will keep stakeholders informed through various in person and online modes of communication.

**Evaluation Data Source:** Parent participation in remind  
End of year survey results

Strategy 1

Monthly campus e-newsletter, campus remind and Facebook campus posts will keep parents and students up to date on campus events.

**Strategy's Expected Result/Impact:** Parents and students will benefit from monthly e-newsletter, campus remind and Facebook campus posts to stay up to date on campus events.

**Staff Responsible for Monitoring:** Principal  
Assistant Principal

**Formative Reviews**

**November**                      **February**                      **May**                      **May**

**Strategy 2**

Send communication via social media and remind to keep stakeholders informed of activities and deadlines.

**Strategy's Expected Result/Impact:** Sending communication in varied ways will increase knowledge of important announcements and events.

**Staff Responsible for Monitoring:** Principal  
Assistant Principal

**Formative Reviews**

**November**                      **February**                      **May**                      **May**



# Title I Summary

# Title I Personnel

| Name           | Position           | Program | FTE |
|----------------|--------------------|---------|-----|
| Macie Musgrove | RLA Teacher        |         |     |
| Maylin Louvier | Science/SS Teacher |         |     |



# Funding Summary

# Funding Summary

## 199 - General Fund

| Goal      | Performance Objective | Strategy | Resources Needed | Account Code | Amount |
|-----------|-----------------------|----------|------------------|--------------|--------|
| 1         | 2                     | 1        |                  | --           | \$0.00 |
| 1         | 2                     | 2        |                  | --           | \$0.00 |
| 2         | 1                     | 1        |                  | --           | \$0.00 |
| 2         | 1                     | 2        |                  | --           | \$0.00 |
| 3         | 1                     | 1        |                  | --           | \$0.00 |
| 4         | 1                     | 1        |                  | --           | \$0.00 |
| Sub-Total |                       |          |                  |              | \$0.00 |

## 211 - Title I-A

| Goal      | Performance Objective | Strategy | Resources Needed | Account Code | Amount |
|-----------|-----------------------|----------|------------------|--------------|--------|
| 4         | 1                     | 2        |                  | --           | \$0.00 |
| Sub-Total |                       |          |                  |              | \$0.00 |

## Campus Funds

| Goal      | Performance Objective | Strategy | Resources Needed | Account Code | Amount |
|-----------|-----------------------|----------|------------------|--------------|--------|
| 2         | 1                     | 1        |                  | --           | \$0.00 |
| Sub-Total |                       |          |                  |              | \$0.00 |



# **Policies, Procedures, and Requirements**

# Policies, Procedures, and Requirements

| Title                                                                      | Person Responsible | Review Date | Addressed By   | Addressed On |
|----------------------------------------------------------------------------|--------------------|-------------|----------------|--------------|
| Bullying Prevention                                                        | Julie Gauthier     | 9/4/2025    | Julie Gauthier | 6/27/2024    |
| Child Abuse and Neglect                                                    | Julie Gauthier     | 9/4/2025    | Julie Gauthier | 6/27/2024    |
| Coordinated Health Program                                                 | Tanya Davis        | 9/4/2025    | Julie Gauthier | 6/27/2024    |
| Decision-Making and Planning Policy Evaluation                             | Julie Gauthier     | 9/4/2025    | Julie Gauthier | 6/27/2024    |
| Disciplinary Alternative Education Program (DAEP)                          | Brian Waguespack   | 9/4/2025    | Julie Gauthier | 6/27/2024    |
| Dropout Prevention                                                         | Campus Principal   | 9/4/2025    | Julie Gauthier | 6/27/2024    |
| Dyslexia Treatment Program                                                 | Julie Gauthier     | 9/4/2025    | Julie Gauthier | 6/27/2024    |
| Title I, Part C Migrant                                                    | Staci Gary         | 9/4/2025    | Julie Gauthier | 8/21/2024    |
| Pregnancy Related Services                                                 | Campus Nurse       | 9/4/2025    | Julie Gauthier | 6/27/2024    |
| Post-Secondary Preparedness                                                | Campus Counselors  | 9/4/2025    | Julie Gauthier | 6/27/2024    |
| Recruiting Teachers and Paraprofessionals                                  | Julie Gauthier     | 9/4/2025    | Julie Gauthier | 6/27/2024    |
| Student Welfare: Crisis Intervention Programs and Training                 | Julie Gauthier     | 9/4/2025    | Julie Gauthier | 6/27/2024    |
| Student Welfare: Discipline/Conflict/ Violence Management                  | Julie Gauthier     | 9/4/2025    | Julie Gauthier | 6/27/2024    |
| Texas Behavior Support Initiative (TBSI)                                   | Misty Higgins      | 9/4/2025    | Julie Gauthier | 6/27/2024    |
| Technology Integration                                                     | Crystal Werkheiser | 9/4/2025    | Julie Gauthier | 6/27/2024    |
| Job Description for Peace Officers, Resource Officers & Security Personnel | Julie Gauthier     | 9/4/2025    | Julie Gauthier | 6/27/2024    |
| Title I, Part A LEA Program Plan - 13 Statutory Required Descriptions      | Staci Gary         | 6/27/2024   | Julie Gauthier | 8/21/2024    |
| Parent and Family Engagement Plan                                          | Staci Gary         | 9/3/2026    | Julie Gauthier | 6/27/2024    |



# Addendums

**FEDERALLY FUNDED  
ELEMENTARY INSTRUCTIONAL AIDE JOB DESCRIPTION  
Port Neches-Groves ISD**

*Monica Jacobo*

**Reports To:** Campus Principal

**Length of Assignment:** 10 months

**Primary Purpose:**

To contribute in a diligent manner to assure the smooth operation of the class so that maximum positive impact on the education of these students will be realized.

**1) Responsibilities:**

Duties of this job include, but are not limited to:

- A. Conduct learning reinforcement activities under the direction of the professional teacher
- B. Performs clerical duties for the professional staff
- C. Care for the personal, social, educational and health needs as required by professional staff
- D. Assist with and assume duties that will relieve professional staff
- E. Translates lesson plans into learning experiences so as to best utilize the available time for instruction.
- F. Other duties as assigned by the campus principal
- G. Performs 100% of instructional aide duties on a Title I, Part A Schoolwide campus.

**2) Qualifications:**

- A. Paraprofessional Certification Training that meets NCLB requirements OR minimum two years of study at institution of higher learning (48 college hours) and/or Associate Degree required
- B. Educational aide experience is preferred but not necessary for hiring

Employee Signature: *M. Jacobo*

Date: 8/3/26

Principal Signature: *Marilee Chappin*

Date: 8/3/26

**FEDERALLY FUNDED  
ELEMENTARY TEACHER JOB DESCRIPTION  
Port Neches-Groves ISD**

**Teacher:** Kerrie Davis

**Reports To:** Campus Principal

**Length of Assignment:** 10 months

**Primary Purpose:**

To create a flexible elementary grade program and a class environment favorable to learning and personal growth; to establish effective rapport with students; to motivate students to develop skills, attitudes and knowledge needed to provide a good foundation for upper elementary or middle school education in accordance with each student's ability; to establish good relationships with parents and other staff members.

**1) Responsibilities:**

Duties of this job include, but are not limited to:

- A. Teaches reading, language arts, social studies, mathematics, science, art, health, physical education, and music to students in a classroom, utilizing course of study adopted by the Board of Education, and other appropriate learning activities.
- B. Instructs students in citizenship and basic subject matter.
- C. Develops lesson plans and instructional materials and provides individualized and small group instruction in order to adapt the curriculum to the needs of each student.
- D. Uses a variety of instruction strategies, such as inquiry, group discussion, lecture, discovery, etc.
- E. Translates lesson plans into learning experiences so as to best utilize the available time for instruction.
- F. Establishes and maintains standards of student behavior needed to achieve a functional learning atmosphere in the classroom.
- G. Evaluates students' academic and social growth, keeps appropriate records, and prepares progress reports.
- H. Communicates with parents through conferences and other means to discuss students' progress and interpret the school program.
- I. Identifies student needs and cooperates with other professional staff members in assessing and helping students solve health, attitude, and learning problems.
- J. Creates an effective environment for learning through functional and attractive displays, bulletin boards, and interest centers.
- K. Maintains professional competence through in-service education activities provided by professional growth activities.
- L. Participates cooperatively with the appropriate administrator to develop the method by which the teacher will be evaluated in conformance with guidelines.
- M. Selects and requisitions books and instructional aides; maintains required inventory records.
- N. Supervises students in out-of-classroom activities during the school day.
- O. Administers group standardized tests in accordance with state testing program.

- P. Participates in curriculum development programs as required.
- Q. Participates in faculty committees and the sponsorship of student activities.
- R. Performs 100% of instructional duties on a Title I, Part A Schoolwide campus.

**2) Qualifications:**

- A. Bachelor's degree of related subject from accredited university
- B. Texas teaching certificate
- C. Experience is preferred but not necessary for hiring.

Employee Signature: Korrie Davis Date: 8/3/26  
Principal Signature: Mandie Chessie Date: 8/3/26

**FEDERALLY FUNDED  
ELEMENTARY TEACHER JOB DESCRIPTION  
Port Neches-Groves ISD**

**Teacher:** Maylin Louvier

**Reports To:** Campus Principal

**Length of Assignment:** 10 months

**Primary Purpose:**

To create a flexible elementary grade program and a class environment favorable to learning and personal growth; to establish effective rapport with students; to motivate students to develop skills, attitudes and knowledge needed to provide a good foundation for upper elementary or middle school education in accordance with each student's ability; to establish good relationships with parents and other staff members.

**1) Responsibilities:**

Duties of this job include, but are not limited to:

- A. Teaches reading, language arts, social studies, mathematics, science, art, health, physical education, and music to students in a classroom, utilizing course of study adopted by the Board of Education, and other appropriate learning activities.
- B. Instructs students in citizenship and basic subject matter.
- C. Develops lesson plans and instructional materials and provides individualized and small group instruction in order to adapt the curriculum to the needs of each student.
- D. Uses a variety of instruction strategies, such as inquiry, group discussion, lecture, discovery, etc.
- E. Translates lesson plans into learning experiences so as to best utilize the available time for instruction.
- F. Establishes and maintains standards of student behavior needed to achieve a functional learning atmosphere in the classroom.
- G. Evaluates students' academic and social growth, keeps appropriate records, and prepares progress reports.
- H. Communicates with parents through conferences and other means to discuss students' progress and interpret the school program.
- I. Identifies student needs and cooperates with other professional staff members in assessing and helping students solve health, attitude, and learning problems.
- J. Creates an effective environment for learning through functional and attractive displays, bulletin boards, and interest centers.
- K. Maintains professional competence through in-service education activities provided by professional growth activities.
- L. Participates cooperatively with the appropriate administrator to develop the method by which the teacher will be evaluated in conformance with guidelines.
- M. Selects and requisitions books and instructional aides; maintains required inventory records.
- N. Supervises students in out-of-classroom activities during the school day.
- O. Administers group standardized tests in accordance with state testing program.

- P. Participates in curriculum development programs as required.
- Q. Participates in faculty committees and the sponsorship of student activities.
- R. Performs 100% of instructional duties on a Title I, Part A Schoolwide campus.

**2) Qualifications:**

- A. Bachelor's degree of related subject from accredited university
- B. Texas teaching certificate
- C. Experience is preferred but not necessary for hiring.

Employee Signature: Martin Lomieu Date: 8/3/26  
Principal Signature: Heidi Ogge Date: 8/3/26

**FEDERALLY FUNDED  
ELEMENTARY TEACHER JOB DESCRIPTION  
Port Neches-Groves ISD**

**Teacher:** Macie Green

**Reports To:** Campus Principal

**Length of Assignment:** 10 months

**Primary Purpose:**

To create a flexible elementary grade program and a class environment favorable to learning and personal growth; to establish effective rapport with students; to motivate students to develop skills, attitudes and knowledge needed to provide a good foundation for upper elementary or middle school education in accordance with each student's ability; to establish good relationships with parents and other staff members.

**1) Responsibilities:**

Duties of this job include, but are not limited to:

- A. Teaches reading, language arts, social studies, mathematics, science, art, health, physical education, and music to students in a classroom, utilizing course of study adopted by the Board of Education, and other appropriate learning activities.
- B. Instructs students in citizenship and basic subject matter.
- C. Develops lesson plans and instructional materials and provides individualized and small group instruction in order to adapt the curriculum to the needs of each student.
- D. Uses a variety of instruction strategies, such as inquiry, group discussion, lecture, discovery, etc.
- E. Translates lesson plans into learning experiences so as to best utilize the available time for instruction.
- F. Establishes and maintains standards of student behavior needed to achieve a functional learning atmosphere in the classroom.
- G. Evaluates students' academic and social growth, keeps appropriate records, and prepares progress reports.
- H. Communicates with parents through conferences and other means to discuss students' progress and interpret the school program.
- I. Identifies student needs and cooperates with other professional staff members in assessing and helping students solve health, attitude, and learning problems.
- J. Creates an effective environment for learning through functional and attractive displays, bulletin boards, and interest centers.
- K. Maintains professional competence through in-service education activities provided by professional growth activities.
- L. Participates cooperatively with the appropriate administrator to develop the method by which the teacher will be evaluated in conformance with guidelines.
- M. Selects and requisitions books and instructional aides; maintains required inventory records.
- N. Supervises students in out-of-classroom activities during the school day.
- O. Administers group standardized tests in accordance with state testing program.

- P. Participates in curriculum development programs as required.
- Q. Participates in faculty committees and the sponsorship of student activities.
- R. Performs 100% of instructional duties on a Title I, Part A Schoolwide campus.

**2) Qualifications:**

- A. Bachelor's degree of related subject from accredited university
- B. Texas teaching certificate
- C. Experience is preferred but not necessary for hiring.

Employee Signature: Maria Green Date: 8/3/24  
Principal Signature: Mallie Olyne Date: 8/3/24