

# **Canutillo Independent School District**

## **Jose Alderete Middle School**

### **2022-2023 Goals/Performance Objectives/Strategies**



# **Mission Statement**

**WE LOVE KIDS!**

**We will provide an effective teacher in every classroom supported by a quality school environment that will inspire, empower, and impact kids.**

## **Vision**

**Alderete Middle School will nurture a sense of community that is focused on the development of all students to ensure their future success academically, socially, emotionally and physically.**

## **Canutillo Ethics**

**Student Centered Focus**

**Trustworthiness in Stewardship**

**Commitment to Service**

**Equity in Attitude**

**Honor in Conduct**

**Integrity of Character**

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# Goals

**Goal 1:** DISTRICT OPERATIONS WILL MEET CANUTILLO ISD NEEDS TO OPTIMIZE A FUNCTIONAL, SECURED AND ENGAGING LEARNING ENVIRONMENT.

**Performance Objective 1:** Throughout the 2022-2023 school year, all AMS teachers will be up to date with PBIS, No Place for Hate and the Emergency Operations Plan (EOP). Teachers will review and follow PBIS, No Place for Hate, and EOP guidelines on a monthly basis to ensure that all stakeholders are within a safe and secure learning environment.

**Evaluation Data Sources:** EOP Binder, Canutillo PD, Security, Administration

Strategy 1 Details	Reviews			
<p><b>Strategy 1:</b> Teachers and staff will be provided with updated training and opportunities to implement guidelines effectively on a quarterly basis.</p> <p><b>Strategy's Expected Result/Impact:</b> Teachers and staff will feel safe and secure, as well as confident in implementing a safe and secure learning environment</p> <p><b>Staff Responsible for Monitoring:</b> Administration, Canutillo PD, Security</p>	Formative			Summative
	Nov	Jan	Mar	June
Strategy 2 Details	Reviews			
<p><b>Strategy 2:</b> Teachers and staff will review and follow PBIS, No Place for Hate, and EOP.</p> <p><b>Strategy's Expected Result/Impact:</b> All staff members follow protocols for EOP and PBIS</p> <p><b>Staff Responsible for Monitoring:</b> Campus Administrators</p>	Formative			Summative
	Nov	Jan	Mar	June
<p>  No Progress                 Accomplished                 Continue/Modify                 Discontinue         </p>				





**Goal 2:** CANUTILLO ISD STUDENTS WILL SHOW ANNUAL MEASURABLE GROWTH IN ALL SUBJECT AREAS, through the investment in programming, classroom instructional materials, teacher and staff professional development, and intervention programs.

**Performance Objective 1:** For the 2022-2023 school year, AMS will increase performance in all tested core subjects as demonstrated by the state assessments and meet expectations in all areas and raise scores across all content areas as follows: Mathematics from 68%-73%, 76%-80% in reading, 81%-84% in science, and 70%-73% in social studies.

AMS will sustain mastery performance in Alg. 1 with 100% achievement in EOC scores, and will continue to improve growth in all advanced academics programs that it offers.

AMS will maintain its five Distinction Designations from the 22-23 school year in ELA/Reading, Mathematics, Science, Social Studies, and Post Secondary Readiness, and will increase its accountability growth score from an 84 to an 86.

**Evaluation Data Sources:** STAAR Results  
TAPR





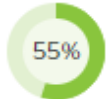



Strategy 1 Details	Reviews			
<p><b>Strategy 1:</b> Implement Texas Essential Knowledge Skills (TEKS) using TEKS Resources program in all content areas to include the upload of Learning Goals, Proficiency Scales and associated common assessments.</p> <p><b>Strategy's Expected Result/Impact:</b> Effective use of tools will yield common lessons that are engaging and demonstrate student growth.</p> <p><b>Staff Responsible for Monitoring:</b> Principal Assistant Principal Instructional Coach</p> <p><b>TEA Priorities:</b> Build a foundation of reading and math</p> <p><b>Funding Sources:</b> At-Risk Personnel - 185-State Compensatory Education - \$168,706, Tutoring - 185-State Compensatory Education - \$10,000, Substitutes - 185-State Compensatory Education - \$1,600</p>	Formative			Summative
	Nov	Jan	Mar	June
				









Strategy 2 Details	Reviews			
<p><b>Strategy 2:</b> Provide structured tutoring programs for all students across all core subjects, tested or not. Tutorials will occur during, before and after school, Saturday and implement a homework hot line using resources to accommodate for students with the learning and alignment of the Texas expectations for knowledge and academic achievements.</p> <p><b>Strategy's Expected Result/Impact:</b> Attendance to tutorial sessions will increase and directly correlate with student course pass rates, performance on mock testing, performance on common assessments.</p> <p><b>Staff Responsible for Monitoring:</b> All core teachers, assistant principal, instructional coordinator, instructional technology.</p> <p><b>TEA Priorities:</b> Build a foundation of reading and math</p> <p><b>- ESF Levers:</b> Lever 5: Effective Instruction</p> <p><b>Funding Sources:</b> Instructional materials student intervention initiatives - 185-State Compensatory Education - \$2,158.25, IXL Site License - Math, ELA, Science and SS - 185-State Compensatory Education - \$16,820, Nearpod - Flocabulary Site License - 185-State Compensatory Education - \$2,912</p>	Formative			Summative
	Nov	Jan	Mar	June
Strategy 3 Details	Reviews			
<p><b>Strategy 3:</b> Provide all students that tested in Spanish at the elementary with a reading intervention course in lieu of elective courses for intervention purposes.</p> <p><b>Strategy's Expected Result/Impact:</b> Students will be able to familiarize with the English assessment to exhibit proficiency in English State assessments.</p> <p><b>Staff Responsible for Monitoring:</b> Administration, counseling, RTI teacher.</p> <p><b>- TEA Priorities:</b> Build a foundation of reading and math</p>	Formative			Summative
	Nov	Jan	Mar	June
Strategy 4 Details	Reviews			
<p><b>Strategy 4:</b> Enhance use of student data to provide for instructional use. Common assessments will be composed in the summer months and uploaded for data desegregation.</p> <p><b>Strategy's Expected Result/Impact:</b> Increase student performance through preparation</p> <p><b>Staff Responsible for Monitoring:</b> Principal, department chair, C&amp;I department.</p>	Formative			Summative
	Nov	Jan	Mar	June
No Progress       Accomplished       Continue/Modify       Discontinue				

**Goal 2:** CANUTILLO ISD STUDENTS WILL SHOW ANNUAL MEASURABLE GROWTH IN ALL SUBJECT AREAS, through the investment in programming, classroom instructional materials, teacher and staff professional development, and intervention programs.

**Performance Objective 2:** Throughout 2022-2023, classroom teachers and staff will be able to purchase varied instructional materials to support kinesthetic, and differentiated instruction, that will contribute to our goal of providing equitable learning and high quality instructional outcomes to all of our students, per our school mission. Performance variance among teachers of same content and grade level will be maintained at +/-5% in all classrooms.

**Evaluation Data Sources:** Lists of Professional Developments  
Walkthroughs documented

Strategy 1 Details	Reviews			
<p><b>Strategy 1:</b> Staff will attend weekly PLC meetings to address data, student work and interventions.</p> <p><b>Strategy's Expected Result/Impact:</b> PLC is focused. Instructional will monitor effectiveness of instructional planning in collaboration with administrative team.</p> <p><b>Staff Responsible for Monitoring:</b> Administrative Team</p> <p>- <b>TEA Priorities:</b> Recruit, support, retain teachers and principals</p>	Formative			Summative
	Nov	Jan	Mar	June
				
Strategy 2 Details	Reviews			
<p><b>Strategy 2:</b> Team will collaborate for students with special needs to be promptly identified and utilize data effectively to share with appropriate staff members. The data collected will be passed on from year to year.</p> <p><b>Strategy's Expected Result/Impact:</b> Increase student performance through effective processes and procedures.</p> <p><b>Staff Responsible for Monitoring:</b> Principal, SPED department chair, Diagnostician, SPED staff</p> <p>- <b>TEA Priorities:</b> Build a foundation of reading and math</p> <p><b>Funding Sources:</b> Instructional Personnel - 211-Title I-Part A - \$88,780, Library Aide - 211-Title I-Part A - \$31,802</p>	Formative			Summative
	Nov	Jan	Mar	June
				





Strategy 3 Details	Reviews			
<p><b>Strategy 3:</b> Teachers will be able to purchase instructional materials, to include kinesthetic supports and flexible seating for student intervention initiatives, RtI, 504, and the MTSS program.</p> <p><b>Strategy's Expected Result/Impact:</b> Increase student performance and growth in accountability ratings.</p> <p><b>Staff Responsible for Monitoring:</b> Administration, Teachers, and Instructional Coach</p> <p><b>TEA Priorities:</b> Build a foundation of reading and math</p> <p><b>Funding Sources:</b> AiSYS Consulting LLC - Smart Board - 185-State Compensatory Education - \$18,667, ELB Education Interactive Panel - 185-State Compensatory Education - \$10,970, Worthington Direct - White Erase/Activity Table - 185-State Compensatory Education - \$19,033.85, Amazon - 185-State Compensatory Education - \$3,956.20</p>	Formative			Summative
	Nov	Jan	Mar	June
				
<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  No Progress         </div> <div style="text-align: center;">  Accomplished         </div> <div style="text-align: center;">  Continue/Modify         </div> <div style="text-align: center;">  Discontinue         </div> </div>				



**Goal 2:** CANUTILLO ISD STUDENTS WILL SHOW ANNUAL MEASURABLE GROWTH IN ALL SUBJECT AREAS, through the investment in programming, classroom instructional materials, teacher and staff professional development, and intervention programs.

**Performance Objective 3:** All eligible AMS students will be prepared for high school transition by having the opportunity to earn up to 8 high school credits and be advised of the different graduation and financial aid plans available for graduation throughout the 2022-2023 school year. If the student meets all requirements, they can enroll at Canutillo HS as a sophomore.









**Evaluation Data Sources:** Reports of meetings/ conferences for 8th grade students  
Academic achievement  
Credit attainment

Strategy 1 Details	Reviews			
<p><b>Strategy 1:</b> Most 8th grade students will have an opportunity to take Principals of Business &amp; Marketing, a CTE course, for high school credit and use current technology in updated labs.</p> <p><b>Strategy's Expected Result/Impact:</b> To increase the acquisition of HS credits placing them at better odds to continue HS and move on to college in a timely manner.</p> <p><b>Staff Responsible for Monitoring:</b> Counselors CTE teachers</p> <p><b>TEA Priorities:</b> Build a foundation of reading and math, Connect high school to career and college</p>	Formative			Summative
	Nov	Jan	Mar	June
	100%	100%	100%	100%
Strategy 2 Details	Reviews			
<p><b>Strategy 2:</b> 8th grade students will have the opportunity to take Algebra 1 and English I for HS Credit and will be provided multiple opportunities to be successful in the Texas Success Initiative (TSI) test to measure for college readiness.</p> <p><b>Strategy's Expected Result/Impact:</b> Increase student enrollment and participation. Passing rates will set students for success at the HS level. Students will be prepared for college.</p> <p><b>Staff Responsible for Monitoring:</b> RLA &amp; Math PLC Principal AP</p> <p>- <b>TEA Priorities:</b> Build a foundation of reading and math</p>	Formative			Summative
	Nov	Jan	Mar	June
	100%	100%	100%	100%
 No Progress  Accomplished  Continue/Modify  Discontinue				

**Goal 2:** CANUTILLO ISD STUDENTS WILL SHOW ANNUAL MEASURABLE GROWTH IN ALL SUBJECT AREAS, through the investment in programming, classroom instructional materials, teacher and staff professional development, and intervention programs.

**Performance Objective 4:** Intervention programs will be available consistently throughout the 2022-2023 school year to proactively address student academic regression and academic concerns. Interventions will be regularly scheduled through after school tutoring, Saturday School, Intersession tutoring opportunities, and Summer Bridge camp opportunities to close the achievement gaps and address HB4545 requirements.

**Evaluation Data Sources:** Report of programs and sign in sheets.

Strategy 1 Details	Reviews			
<p><b>Strategy 1:</b> An Algebra I bridge camp will be provided to pertinent students.</p> <p><b>Strategy's Expected Result/Impact:</b> Increase the percentage of students performance.</p> <p><b>Staff Responsible for Monitoring:</b> Algebra teacher, IC, Administration.</p> <p><b>- TEA Priorities:</b> Build a foundation of reading and math</p>	Formative			Summative
	Nov	Jan	Mar	June
				
<div style="display: flex; justify-content: space-around; align-items: center;"> <span> No Progress</span> <span> Accomplished</span> <span> Continue/Modify</span> <span> Discontinue</span> </div>				

**Goal 2:** CANUTILLO ISD STUDENTS WILL SHOW ANNUAL MEASURABLE GROWTH IN ALL SUBJECT AREAS, through the investment in programming, classroom instructional materials, teacher and staff professional development, and intervention programs.

**Performance Objective 5:** Throughout 22-23 school year, AMS will provide professional development and training to ensure highly qualified campus staff to include teachers, paraprofessionals, counselors, nurse, and administration remain updated with current instructional methods, strategies, and policies in order to enhance student achievement.

**Evaluation Data Sources:** Scheduled PLCs, PLC pulse checks, Intersession training, Wonder Wednesday PD, GRIT BOY/MOY.

**Goal 3:** CANUTILLO ISD STAFF AND STUDENTS WILL BE HIGHLY EFFECTIVE AND BE WELL SUPPORTED TO INCREASE TEACHER AND STUDENT PERFORMANCE.

**Performance Objective 1:** By June 2023, AMS will implement interventions, and attendance programs to achieve a goal of 96% or more of cumulative attendance. AMS will monitor and increase student attendance to 96% as its goal.













**Evaluation Data Sources:** Phone calls, home visits, attendance review committees, truancy court referrals, Student and Family Engagement support, and incentives for sustained attendance practices.

Strategy 1 Details	Reviews			
<p><b>Strategy 1:</b> Attendance monitoring and intervention plan will be implemented to maintain accurate attendance data through teacher, parent, and student communication</p> <p><b>Strategy's Expected Result/Impact:</b> Attendance will be actively documented</p> <p><b>Staff Responsible for Monitoring:</b> Administration, Attendance Clerk</p>	Formative			Summative
	Nov	Jan	Mar	June
Strategy 2 Details	Reviews			
<p><b>Strategy 2:</b> Attendance incentive programs to be implemented throughout the 2021-2022 to encourage and motivate students</p> <p><b>Strategy's Expected Result/Impact:</b> Attendance will increase</p> <p><b>Staff Responsible for Monitoring:</b> Administration, Attendance Clerk</p>	Formative			Summative
	Nov	Jan	Mar	June
<p>  No Progress                 Accomplished                 Continue/Modify                 Discontinue         </p>				

**Goal 3:** CANUTILLO ISD STAFF AND STUDENTS WILL BE HIGHLY EFFECTIVE AND BE WELL SUPPORTED TO INCREASE TEACHER AND STUDENT PERFORMANCE.

**Performance Objective 2:** The AMS Counseling Team will meet quarterly with grade levels to provide positive student support and address their needs throughout the 2022-2023 school year.

**Evaluation Data Sources:** Schedules of meetings with agendas, purchase orders for materials, discipline and behavior data.









Strategy 1 Details	Reviews			
<p><b>Strategy 1:</b> Presentations focused on bullying prevention, self harm prevention, dating violence, conflict resolution and cyberbullying issues will be given to those specific grades determined to be appropriate to them.</p> <p><b>Strategy's Expected Result/Impact:</b> Guest presenters and counseling team will utilize guidance lessons to address issues of concern which will directly impact in diminishing incidents on campus.</p> <p><b>Staff Responsible for Monitoring:</b> Counselors, Student support services, aliviane.</p>	Formative			Summative
	Nov	Jan	Mar	June
				
Strategy 2 Details	Reviews			
<p><b>Strategy 2:</b> AMS school counselors will utilize the Purpose Prep curriculum to include character etiquette, student communication and SEL lessons to be implemented in Mentoring Minds.</p> <p><b>Strategy's Expected Result/Impact:</b> develop the personal social domain of the comprehensive guidance and counseling program for 6-8 students</p> <p><b>Staff Responsible for Monitoring:</b> Counselors, teachers</p>	Formative			Summative
	Nov	Jan	Mar	June
				
<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  No Progress         </div> <div style="text-align: center;">  Accomplished         </div> <div style="text-align: center;">  Continue/Modify         </div> <div style="text-align: center;">  Discontinue         </div> </div>				

**Goal 4: CANUTILLO ISD FAMILIES WILL BE ENGAGED IN A MEANINGFUL PARENT PARTNERSHIP LINKED TO THEIR CHILD'S EDUCATION.**

**Performance Objective 1:** AMS will increase parental involvement by providing activities for parents and community members to attend at least once a month throughout the 2022-2023 school year.

**Evaluation Data Sources:** Sign in Sheets and agendas to include a schedule of meetings throughout the year.









Strategy 1 Details	Reviews			
<p><b>Strategy 1:</b> AMS will hold an Open House every semester to inform parents about campus specifics. At least 3 parents will serve on CIT and attend monthly meetings.</p> <p><b>Strategy's Expected Result/Impact:</b> Increase parent engagement</p> <p><b>Staff Responsible for Monitoring:</b> Administrative team, parent liaison, CIC</p>	Formative			Summative
	Nov	Jan	Mar	June
Strategy 2 Details	Reviews			
<p><b>Strategy 2:</b> Special parent sessions will be hosted for parents of at-risk, ELL and SPED students to inform parents of their rights and opportunities. Parent compact and Parent involvement policies for input and will be reviewed periodically.</p> <p><b>Strategy's Expected Result/Impact:</b> -Student performance on subgroups will increase and gaps narrowed. -Parents will be more involved in day to day school operations.</p> <p><b>Staff Responsible for Monitoring:</b> Parent liaison, principal, CIT</p>	Formative			Summative
	Nov	Jan	Mar	June
Strategy 3 Details	Reviews			
<p><b>Strategy 3:</b> Family content nights will be hosted to expose parents and community to academic curriculum at AMS.</p> <p><b>Strategy's Expected Result/Impact:</b> -Informed parents will be able to support students and performance will increase.</p> <p><b>Staff Responsible for Monitoring:</b> Parent liaison, principal, CIT</p> <p><b>Funding Sources:</b> Sams Club parent snacks - 211-Title I-Part A - \$351.68</p>	Formative			Summative
	Nov	Jan	Mar	June

Strategy 4 Details	Reviews			
<p><b>Strategy 4:</b> To improve the ambiance for the Parent/Community Outreach Center that incorporates organization, protects confidentiality, and is pleasantly inviting for all stakeholders while volunteering or attending parent/community sessions.</p> <p><b>Strategy's Expected Result/Impact:</b> Increase parental involvement and community partnerships.</p> <p><b>Staff Responsible for Monitoring:</b> Parent liaison, principal, CIT</p> <p><b>ESF Levers:</b> Lever 3: Positive School Culture</p> <p><b>Funding Sources:</b> Amazon Parent Resources - 211-Title I-Part A - \$165.42</p>	Formative			Summative
	Nov	Jan	Mar	June
				
<p style="text-align: center;">  No Progress                 Accomplished                 Continue/Modify                 Discontinue         </p>				

**Goal 4: CANUTILLO ISD FAMILIES WILL BE ENGAGED IN A MEANINGFUL PARENT PARTNERSHIP LINKED TO THEIR CHILD'S EDUCATION.**

**Performance Objective 2:** AMS has engaged and committed to the Family Leadership Institute program to empower students and their families for the 2022-2023 school year, to include opportunities for AMS faculty and staff to receive training related to the Every Student Succeeds Act, policy, laws, and revisions needed to sustain the development of the program.

**Evaluation Data Sources:** sign in sheets/agendas and meeting minutes.


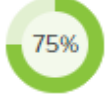
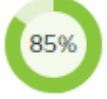





Strategy 1 Details	Reviews			
<p><b>Strategy 1:</b> AMS will present sessions about discipline, attendance, and engagement opportunities on campus.</p> <p><b>Strategy's Expected Result/Impact:</b> -Parents will be better informed about campus expectations and attendance/discipline/student performance will improve.</p> <p><b>Staff Responsible for Monitoring:</b> Parent liaison, principal, CIT</p> <p><b>Funding Sources:</b> Travel - Parental Involvement Conference - 211-Title I-Part A - \$643.53, Parent Liaison - 211-Title I-Part A - \$27,107</p>	Formative			Summative
	Nov	Jan	Mar	June
	 50%	 75%	 80%	 100%
 No Progress  Accomplished  Continue/Modify  Discontinue				



**Goal 4: CANUTILLO ISD FAMILIES WILL BE ENGAGED IN A MEANINGFUL PARENT PARTNERSHIP LINKED TO THEIR CHILD'S EDUCATION.**

**Performance Objective 3:** By June 2023, a minimum of 2 parental seminars and education will be provided to equip parents in helping students set academic goals, measure progress and address Social Emotional Learning (SEL) at the home. A clear path from K-12 will be provided by parents as they set post-secondary goals with their children.









**Evaluation Data Sources:** Sign in sheets, agendas, minutes, goal tracking forms.

Strategy 1 Details	Reviews			
<p><b>Strategy 1:</b> Parent liaison will work with student support services and outside agencies to create for sessions that will enhance home-school connection.</p> <p><b>Strategy's Expected Result/Impact:</b> Increase parental attendance to sessions.</p> <p><b>Staff Responsible for Monitoring:</b> Principal, IC, parent liaison</p>	Formative			Summative
	Nov	Jan	Mar	June
				
<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  No Progress         </div> <div style="text-align: center;">  Accomplished         </div> <div style="text-align: center;">  Continue/Modify         </div> <div style="text-align: center;">  Discontinue         </div> </div>				

**Goal 5: CANUTILLO ISD WILL CONVEY AND SHARE A POSITIVE IMAGE AND CULTURE.**

**Performance Objective 1:** In 2022-2023 school year, AMS will continue to utilize all forms of electronic communication to include social media apps to promote the campus and collective achievements of our students and faculty as well as informing the community of upcoming events. Website will be updated monthly with important information.









**Evaluation Data Sources:** Samples of weekly promotions using social media

Strategy 1 Details	Reviews			
<p><b>Strategy 1:</b> Continue to support through the master schedule, a technology individual who will be responsible for the upkeep of our web page, Facebook, twitter, and other social media outlets. This staff member will continue to promote the athletic, academic and extra curricular activities of the students of AMS through these media outlets. These outlets will be constantly updated and conducted in English/Spanish when applicable.</p> <p><b>Staff Responsible for Monitoring:</b> Principal, Technology Teacher</p>	Formative			Summative
	Nov	Jan	Mar	June
				
<p style="text-align: center;">  No Progress                       Accomplished                       Continue/Modify                       Discontinue             </p>				

**Goal 5: CANUTILLO ISD WILL CONVEY AND SHARE A POSITIVE IMAGE AND CULTURE.**

**Performance Objective 2:** By June 2023, AMS will spend 95% of allotted funds based on the needs of the campus.









**Evaluation Data Sources:** Financial Reports

Strategy 1 Details	Reviews			
<p><b>Strategy 1:</b> 95% of all federally allocated funds will be spent before the end of the academic year with 70% of funds spent through semester 1.</p> <p><b>Strategy's Expected Result/Impact:</b> Budgetary resources will directly impact instruction and campus culture this academic year with all students to include: LEP, Migrant, SPED and At-Risk students.</p> <p><b>Staff Responsible for Monitoring:</b> Principal, Business manager</p>	Formative			Summative
	Nov	Jan	Mar	June
				
<p style="text-align: center;">  No Progress                 Accomplished                 Continue/Modify                 Discontinue         </p>				

**Goal 5: CANUTILLO ISD WILL CONVEY AND SHARE A POSITIVE IMAGE AND CULTURE.**

**Performance Objective 3:** For 2022-2023, AMS will develop and build partnerships with government institutions in order to provide opportunities for the community to strengthen a collaborative relationship to achieve common goals in student and community successes.

**Evaluation Data Sources:** Lists of partnerships.

Strategy 1 Details	Reviews			
<p><b>Strategy 1:</b> Utilize the parent liaison to assist administration in the outreach to community partners in order to establish a relationship that will be able to provide resources for the campus stakeholders and in turn, will be able to open opportunities for student engagement in the community</p> <p><b>Strategy's Expected Result/Impact:</b> AMS will continue to grow their reputation in the community and be able to provide additional resources to our students and families.</p> <p><b>Staff Responsible for Monitoring:</b> Administration, Parent Liaison</p>	Formative			Summative
	Nov	Jan	Mar	June
				
<p style="text-align: center;">  No Progress                           Accomplished                           Continue/Modify                           Discontinue                 </p>				