

Purple Star Campus Annual Calendar and Timeline Recommendations

This document provides key considerations and recommendations for the campus-based military liaison to guide monthly and annual planning for the Purple Star Campus Designation (PSCD). The exemplary practices, lessons learned, and practical application examples below are from successful Purple Star Schools across Texas. Use in combination with the [PSCD Application Self-Assessment Rubric](#) to identify opportunities for continuous improvement and to strengthen program implementation for the following school year.



Use this resource to accompany the *Purple Star Rise* course, modules 1-5.

AUGUST: Upon receiving the Purple Star Campus Designation

- 1. Publish** the TEA Purple Star Campus Designation Awardee announcements on the campus military family webpage.
- 2. Promote** the campus and/or district resolution to increase leader awareness:
 - **Attend** Principal and school counseling district meetings
 - **Attend** Back-to-school teacher and staff professional development meetings
- 3. Use** the Campus Transition Program and the peer-led student transition team to provide new student welcome tours and support on the first day of school.
- 4. Publish** a monthly and/or annual calendar for the campus transition program and campus professional development training on the webpage for military families.
- 5. Initiate** PSCD social media campaign to increase parental and community stakeholder awareness.
- 6. Establish** a school advisory committee of students, parents, school staff, district, community, and installation leaders who meet regularly to discuss the Purple Star Campus initiatives.

SEPTEMBER:

- 1. Coordinate** fall staff professional development.
- 2. Collaborate** with the district- and campus- webpage manager(s) to provide fall and winter updates to the campus webpage for military families.
- 3. Collaborate** with the Education Service Center, the installation school liaison, and community leaders on a plan for Month of the Military Family special recognition events.
- 4. Continue** August steps in 3-6 above.

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OCTOBER:

1. **Coordinate** January professional development.
2. **Confirm** fall and winter updates to the campus military family webpage with the district- and campus- webpage manager(s).
3. **Partner** with the peer-led student transition team (e.g., *Student 2 Student*®, *Anchored 4 Life*, *Army Youth Sponsorship Program*) to confirm a campus or community service project(s).
4. **Confirm** plans for November Veteran and Military Family Appreciation Month special recognition event(s).
5. **Maintain** social media campaigns to increase parental and community stakeholder awareness and participation.

NOVEMBER:

1. **Host** or **Support** Veteran and Military Family Appreciation Month special recognition or military initiative event(s).
2. **Coordinate** and **confirm** January staff professional development.
3. **Confirm** updates to the campus webpage for military families with the district- and campus- webpage manager(s).
4. **Establish** preliminary plans for Month of the Military Child (April) military initiatives and/or special recognition events with community stakeholders and installation school liaisons.
5. **Maintain** social media campaigns to increase parental and community stakeholder awareness and participation.

JANUARY-FEBRUARY:

1. **Execute** coordinated January staff professional development.
2. **Provide** campus professional development for school registrar, data processor, and/or the school counselor on the importance and use of the Military Student Identifier (MSI) upon enrollment.
3. **Promote** campus and district leadership awareness:
 - a. **Attend** principal and school counseling district meetings
 - b. **Attend** back-to-school teacher and staff professional development meetings

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4. **Ensure** the peer-led student transition team is providing new student welcome tours and support.
5. **Confirm** updates to the campus webpage for military families with the district- and campus-webpage manager(s) to include fall enrollment and graduation information.
6. **Confirm** plans for Month of the Military Child (April) military initiatives and/or special recognition events with community stakeholders and installation school liaisons.
7. **Maintain** social media campaigns to increase parental and community stakeholder awareness and participation.

MARCH:

1. **Coordinate** military-connected staff appreciation event.
2. **Confirm** updates to the campus webpage for military families with the district- and campus-webpage manager(s) to include graduation and fall enrollment information.
3. **Confirm** plans for Month of the Military Child military initiatives and/or special recognition events with community stakeholders and installation school liaisons.

APRIL:

1. **Host** a military-connected staff appreciation event during Month of the Military Child.
2. **Promote** Month of the Military Child special events and/or Purple Up Day.
3. **Confirm** and **publish** fall enrollment updates to the campus webpage for military families with the district- and campus-webpage manager(s).
4. **Partner** with the Campus Transition Program and peer-led student transition team leader to confirm a campus or community service project(s).
5. **Maintain** social media campaigns to increase parental and community stakeholder awareness and participation.

MAY:

1. **Review** and **confirm** the Military Student Identifier (MSI) summer professional development for school registrars, data processors, school counselors, and Public Education Information Management System (PEIMS) coordinators to ensure alignment of process enhancements and training needs to support fall implementation.
2. **Coordinate** fall professional development for appropriate staff regarding the MSI process.
3. **Coordinate** and **confirm** fall campus professional development on supporting military-connected students.



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4. **Ensure** the campus webpage for military families is updated with fall enrollment and registration resources, calendars, and support.
5. **Ensure** the peer-led student transition team is providing new student welcome tours and support.
6. **Promote** Purple Star Campus Designation program with school and district leadership:
 - a. **Attend** principal and school counseling district meetings.
 - b. **Use** the Campus Transition Program to provide support for outgoing students.
 - c. **Launch** a farewell campus and community social media campaign to increase parental and community stakeholder awareness.
7. **Ensure** training for the peer-led student transition team to provide new student welcome tours and support on the first day of school and/or during orientation.
8. **Confirm** the next annual calendar for the Campus Transition Program (planning and training).
9. **Plan** to participate in the following year's April Month of the Military Child and Veteran and Military Family Appreciation Month.

JUNE-JULY:

1. **Seek** opportunities to attend summer professional development, such as the Military Child Education Coalition Global Training Summit.
2. **Ensure** district and campus webpage for military families are updated with fall enrollment and registration resources, calendars, and support.
3. **Coordinate** or **provide** district and campus professional development to school registrar, data processor, and/or the school counselor on the importance and use of the MSI upon enrollment.
4. **Ensure** the peer-led student transition team is trained to provide new student welcome tours and support (i.e., new student orientation or during the first week of school).



If your campus experiences a change in the campus-based military liaison, please send the new name and contact information to militaryconnectedstudents@tea.texas.gov.

Thank you for all you do to support military-connected students and families!