

Hilldale Public Schools

Site/Program: Administration Comprehensive Local Education Plan (CLEP) 2016-17

AUGUST 2016

Goal 1: Provide quality curriculum and instruction that prepare all students for the future using a variety of methods including technology.

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Goal 2: Provide a safe learning environment for all students and members of the school community.

- Interviewed for SRO replacement at MS-HS

Goal 3: Attract & retain qualified, competent teachers and staff members.

- Held district training with all administration
- Held district training with all secretaries on campus
- Held sub training with all potential subs
- Held new teacher orientation and Welcome Back training for all certified staff
- Held support breakfast for all support staff on campus

Goal 4: Provide quality facilities.

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Goal 5: Communicate with the school community, both inside and outside the district.

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Goal 6: Improve funding for the district.

- Held \$13.8 million bond which failed

**Site/Program: Athletics/Maintenance Comprehensive Local Education Plan (CLEP)
2016-17**

AUGUST 2016

Goal 1: Provide quality curriculum and instruction that prepare all students for the future using a variety of methods including technology.

- CHROMEBOOKS DELIVERED TO UE FOR PD

Goal 2: Provide a safe learning environment for all students and members of the school community.

- STUDENT DRUG TESTING
- SITE SAFETY CHECKS PERFORMED BY MAINTENANCE
- KEYS DISTRIBUTED TO NEW STAFF
- BUS ROUTES UPDATED
- BUS EVACUATION DRILLS
- ALL COACHES COMPLETED REQUIRE SAFETY COARSES – HEAT, CONCUSSION, AND SUDDEN CARDIAC ARREST
- ALL SITES SPRAYED FOR BUGS AND INSECTS
- BEE REMOVAL AT MS

Goal 3: Attract & retain qualified, competent teachers and staff members.

- CAFETERIA MEETING WITH STAFF
- BUS DRIVER MEETING WITH STAFF
- SECRETARIAL MEETING WITH STAFF
- COACHES MEETING WITH STAFF
- SRO INTERVIEW

Goal 4: Provide quality facilities.

- RESTROOM REPAIRS - HS -5, MS-6, UE-6, LE-5
- CEILING TILE REPAIRS – HS-3, MS-2, UE-2, LE-3
- FLOOR CLEANING MACHINE REPAIRED AT LE
- AC REPAIR – HS-5, MS-4. UE-5, LE-4

- AC REPLACED – HS-2, MS-0, UE-1, LE-1
- GUTTER REPAIR AT MS AND HS
- DRAINAGE WORK AT UE CAFETERIA
- MOWING, WEEDEATING, TRASH
- PREPARING FOR GAMES AND OTHER ACTIVITIES
- LEAK REPAIR AT HS LIBRARY AND LE ROOM 13
- TILE REPAIR HS BOYS BASKETBALL LOCKER ROOM
- STUDENT DESK AND CHAIR REPAIR – HS-1, MS-3, UE-8, LE-17
- WHITEBOARD INSTALLED AT HS ROOM 43 AND MS ROOM 31
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Goal 5: Communicate with the school community, both inside and outside the district.

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Goal 6: Improve funding for the district.

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Site/Program: Student Services Comprehensive Local Education Plan (CLEP) 2016-17

AUGUST 2016

Goal 1: Provide quality curriculum and instruction that prepare all students for the future using a variety of methods including technology.

- Procured new curriculum for the leadership class at the high school.

Goal 2: Provide a safe learning environment for all students and members of the school community.

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Goal 3: Attract & retain qualified, competent teachers and staff members.

- Provided Special Education training on new procedures, rules and laws for student on an IEP or 504 plan. There were 16 teachers involved in the training.
- Provided training for new staff to our district on our programs and procedures.

Goal 4: Provide quality facilities.

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Goal 5: Communicate with the school community, both inside and outside the district.

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Goal 6: Improve funding for the district.

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**Site/Program: High School Comprehensive Local Education Plan (CLEP)
2016-17**

AUGUST 2016

Goal 1: Provide quality curriculum and instruction that prepare all students for the future using a variety of methods including technology.

- Provided a variety of PD for all staff.

Goal 2: Provide a safe learning environment for all students and members of the school community.

- Hired a new SRO for the HS/MS campus.
- Conducted a fire drill on 8/31/16, took less than 2 minutes to clear the building.

Goal 3: Attract & retain qualified, competent teachers and staff members.

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Goal 4: Provide quality facilities.

- Maintenance/Custodial cleaned/fixed building in preparation for school year.

Goal 5: Communicate with the school community, both inside and outside the district.

- School website updated with important information
- Used social media to get information about college classes to Seniors/Juniors
- School marquee updated weekly

Goal 6: Improve funding for the district.

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**Site/Program: Middle School Comprehensive Local Education Plan (CLEP)
2016-17**

AUGUST 2016

Goal 1: Provide quality curriculum and instruction that prepare all students for the future using a variety of methods including technology.

- Professional Development hours involving PLC training, Code of conduct, Sexual Harassment, Dress Code for staff.
- Language Arts and Science departments received new textbooks.
- Handbook meetings held with each grade. Discussed dress code, internet usage, cell phones, discipline, etc.
- Implementing a Hornet Day. Students that meet the criteria of grades, discipline and attendance will be rewarded with a fun activities day

Goal 2: Provide a safe learning environment for all students and members of the school community.

- Conducted Fire Drill on August 31st Drill took 1 minute and 27 seconds for all MS to exit building
- Conducted Tornado drill on September 1st Drill took 3 minutes and 56 seconds for all MS to enter Safe Room
- Conducted Drug Testing for all student athletes for middle school and high school students on August 22, 2016
- Staff members were trained in CPR and First Aid during the Summer Institute.

- Homeroom teachers and classes elected homeroom representatives for STUCO

Goal 3: **Attract & retain qualified, competent teachers and staff members.**

- Hired 4 total new staff members at the MS.
Laurel Croftcheck 7th English
Krista Meyer 8th Science
Lindsey Neal SPED
Cole Graybill 8th American History
Ashton Cook 8th grade Career Pathways
- Provided summer institute for staff. Several professional development opportunities were provided for staff in a “smorgasbord” setting to enhance their teaching strategies.
- PLC training through the year and continual PLC meetings held every Wednesday

Goal 4: **Provide quality facilities.**

- Hired new full time maintenance staff member at the middle school.
- Floors were cleaned and waxed in July.
- Halls were painted by maintenance and many classrooms were as well.

Goal 5: **Communicate with the school community, both inside and outside the district.**

- Middle School schedule pick up and also an opportunity for students/parents to tour facility and find lockers. 8/8-8/12 2016
- Open House on 8/29/16 for community and parents to meet with teachers to receive their respective student’s syllabus and tour the school.
- Teachers have updated websites. Also included on the websites are copies of each individual teacher lesson plans to aid parents if their child is absent or to aid with parents in helping students with homework.
- Language Surveys were sent home with each student to be filled out and returned

Goal 6: **Improve funding for the district.**

- Accepted transfers for this school year.

**Site/Program: Lower Elementary Comprehensive Local Education Plan (CLEP)
2016-2017**

August 2016

Goal 1: Provide quality curriculum and instruction that prepare all students for the future using a variety of methods including technology.

- Met with Judi Barber and our PLC leaders to help us guide with our PLC meetings

Goal 2: Provide a safe learning environment for all students and members of the school community.

- Nick Ford, our School Resource Officer, made sure all doors were unlocking and locking at the correct times. He contacted our IT department and they are still fixing the times that need adjusting
- At the faculty meeting we went over the procedures for a fire drill
- Held a general security drill, bus evacuation drill, and a fire drill. The Lower Elementary evacuated the building in 2 minutes 41 seconds for the fire drill. The general security drill was immediate lockdown.

Goal 3: Attract & retain qualified, competent teachers and staff members.

- New teacher orientation; showed them around the school and met with them about different school procedures.
- Handed out faculty handbooks at the first faculty meeting

Goal 4: Provide quality facilities.

Goal 5: Communicate with the school community, both inside and outside the district.

- Held a Meet and Greet night; 86% of the Lower Elementary parents attended.
- Distributed Student Handbooks and Free and Reduce Lunch Applications at our Meet and Greet

Goal 6: Improve funding for the district.