

# Hilldale Public Schools

## Comprehensive Local Education Plan (CLEP) 2013-14

### APRIL 2014

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

- Spent the day with Sr. Class
- Attended Special Olympics Football with 8 students

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

- Hosted School of Character staff at MS as part of the selection process for National School of Character.
- Had canine detection on campus

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

- Teachers of the Year were selected at sites: Lisa Kerns, Lower Elementary; Melanie Marshall, Upper Elementary; Shirley Shamblin, MS; and Terri Godman, HS. Terri Godman was selected as the District Teacher of the Year.
- Staff completed six Hilldale Education Foundation Teacher Grants.
- Planned with PD360 staff for teacher training in May
- Hired High School Principal and Assistant Principal and Upper Elementary Principal
- Met with Treasurer re: expanding role with district payroll

**Goal 4: Provide quality facilities.**

- Completed renovations at the MS following flooding damage.
- Hosted NSU Masters in Administration - Facilities class on campus to see construction on campus.
- Held new Band-Room Signing, with HS & MS band autographing the new band room floor

### ATHLETICS-MAINTENANCE-TRANSPORTATION

### APRIL 2014

**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 safe learning environment for all students and members of the school community.**

- Toilet Repair HS-2, MS-2, UE-4, LE-3
- Vacuum Repair – UE-2, purchased two vacuums
- Set up for: NHS ceremony, 2<sup>nd</sup> grade Play, HS and MS track Meets, MS character assembly, soccer games, baseball games
- AC repairs- HS-2, MS-3, UE-4, LE-2. Replace one unit at upper elementary
- All entry doors repaired at UE
- Bee removal at HS site
- Faucet repair – HS-2, MS-1, UE-1
- Clean up from break-in on April 6, insurance claim processing
- Repair of latch key doors
- Student Drug Testing
- Roof inspected by CPR after hail storm

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

- Drove field trips for elementary classes, HS choir contest
- Boys Basketball coach interviews and hire
- Elementary Principal interviews and hire
- Ordered flags for all sites

**Goal 4: Provide quality facilities.**

- Repair of chairs in MS science room
- Repair of chain link fence at elementary
- Repair of 1<sup>st</sup> grade and 5<sup>th</sup> grade big toys
- Lights at HS baseball field repaired
- Repair of HS and MS cafeteria tables
- Delivery and unloading of commodities for child nutrition
- Summer cleaning supplies ordered and schedules set

**I.T.**

**Goal 1: APRIL 2014**

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

- Set up all computer labs, prepared firewall, and bandwidth allowance for state testing.
- Moved all technology equipment back into 8<sup>th</sup> grade hallway after flooded hallway was restored.
- Received and began restoring computers donated from FirStar bank, of Muskogee.
- Replaced a dead projector at the Lower Elementary site.
- Renewed contract for Accelerated Reader for Middle School and Elementary sites.
- Implemented a mobile device management program for remotely managing all iPads belonging to the district.
- Began work on repairing wireless policies throughout the district.

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

- Repaired doors that wouldn't open due to software-misconfiguration issues.
- Ran a new phone line to the Elementary to have a dedicated fire alarm line.
- Re-aimed satellites for Middle School that had been blown down by high winds.

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

- Attended Gradebook training in Pryor to become familiar with new Gradebook changes and enhancements.
- Replaced dead cable toner for tracing cables in switch closets.
- Implemented a new procedure for scanning documents in the Administration building.
- Changed and updated the phone auto-attendant menus for the District main phone number's phone calling system.

**Goal 4: Provide quality facilities.**

- Migrated all teachers' and users' files to the new file server that contains more storage space and greater processing power.
- Submitted OUSF form for state technology funding.
- Switched out new battery backup at Lower Elementary site in case of power failure.
- Replaced a dead switch at Elementary site with a temporary switch to hold us over until our switch upgrade this summer.
- Determined list of needs for new switch upgrade planned for the upcoming summer, and began speaking with various vendors about possible options.
- Ordered additional RAM for virtualization servers to speed up file access times.
- Repaired the electronic sign at the Upper Elementary sign

**ELEM      APRIL 2014**

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

- State Department of Education – Reach3 Coaches provided a follow-up training for teachers (Pre-K – 3<sup>rd</sup>) in the area of writing.
- Provided 411 students with pencils and bookmarks with test taking strategies.
- Had 4 teachers attend a workshop in Pryor about the updates that we will be implementing with our MAS program.

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

- Spoke with a police officer about patrolling the east side of the school during dismissal time.

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

- Provided teachers with flip charts from PD360 (School Improvement Network) so they can learn to navigate the website for future training.
- Provided teachers with information about a summer institute for Math and Science (NMSI).
- Enrolled 17 teachers in a Literacy First Training for the end of May.

**Goal 4: Provide quality facilities.**

- Repaired the plastic border around the first grade outside toy.
- Monitoring a leak in the Pre-K building.
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## MS

### Goal 1: APRIL 2014

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

- April 8<sup>th</sup> we held a Camfel Assembly on bullying for all Middle School Students in the Event Center
- April 10<sup>th</sup> began our State Testing and ran through the month of April
- April 18<sup>th</sup> Middle School Band had a competition in Catoosa
- April 26<sup>th</sup> we held our annual 8<sup>th</sup> grade dance from 7-10 in the Middle School Cafeteria

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

- Continue monthly newsletter posted on the middle school website. Continue to recognize students for great character as well as competitions, awards, etc. on the website and by intercom/announcements

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

- Students and teachers were recognized this month for the character trait of Creativity for the month of April

#### **Goal 4: Provide quality facilities.**

- Recycling program

## HS

### APRIL 2014

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

- Started students on USA TESTPREP to support their preparing for the EOI tests.
- Brought in representative from OSU medical to meet with seniors.
- Presented current enrollment options to future juniors and seniors.

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

- Drug dogs came to our campus and conducted an inspection of campus and parking lots.

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

- Provided training while allowing teachers to participate in the rally at the capitol.
- Provided teachers the avenue to obtain professional development at any time through PD360.