

Hilldale Public Schools

Site/Program: Admin Comprehensive Local Education Plan (CLEP)
2015-16

JULY 2015

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

- Ordered textbooks and electronic tablets for all grade levels
- Worked with Connors to increase to 7 the number of concurrent enrollment classes available on campus
- Established new classes for elementary Art, high school Robotics and Health Care Career Exploration

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

- Reviewed safety plans with Muskogee Police Dept.

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

- Provided Summer Institute 2015 on campus, with 26 different sessions for all staff to voluntarily attend.
- Provided training from Muskogee Foundation Grant, with 25 secondary teachers being trained and receiving a chromebook and 53 elementary staff being trained and receiving a mini iPad.
- Attended SDE Engage OK with both assistant supt.
- Attended OSAC Summer Conference with one assistant supt.
- Completed negotiations with HACT
- Held 2 ½ days training with all administrators

Goal 4: Provide quality facilities.

- Continued to work on the punch list for 2013 Bond Projects

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

- Sent emails to all staff re: Summer Institute

Goal 6: Improve funding for the district.

- Received initial allocations from SDE
- Worked with Port Authority and County Commissioners on business new to the district

AUGUST 2015

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

- Met with Jr Achievement re Biz Town
- Began 30 minute late arrival each Wednesday across campus, to provide staff with a 40 minute PLC meeting

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

- Completed installation of new intercom system at MS-HS
- Met with County Judge re: residency issues

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

- Attended OSSBA with one assistant supt and three board members
- Provided sub training for potential subs
- Met with Edivate re: PD for staff
- Met with Judi Barber to provide leadership mentoring for administrators
- Welcomed back 138 certified staff
- Welcomed back 65 support staff
- Attended State Teacher of the Year Recognition, where Hilldale 2nd grade teacher Lisa Kerns was recognized as one of twelve Oklahoma finalists for the state Teacher of the Year

Goal 4: Provide quality facilities.

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

- Sent messages to district families

Goal 6: Improve funding for the district.

- Established site budgets and district proposed budgets for 2015-16
- Title programs – consolidated application completed. CDAP and federal assurances submitted
- Working on consolidated monitoring for 2015-2018 school cycle

Hilldale Public Schools

Site/Program: Maintenance, Transportation, Federal Programs, Child Nutrition, Athletics Comprehensive Local Education Plan (CLEP) 2015-16

JULY 2015

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

- Purchase of books and resource materials for Title 1 – to improve reading and math
- Purchase of books and resource materials for Title 3 – to improve and provide bi-language resources for ELL students.

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

- Lighting, parking lots, and buildings prepared for school at all sites repaired

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

- Interview and hire the best candidate for coaching positions

Goal 4: Provide quality facilities.

- Clean and prepare all facilities for school to begin – see summer work order lists

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

Goal 6: Improve funding for the district.

AUGUST 2015

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

- Unloaded 600 boxes of paper and distributed to all sites

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

- Planned and review of all bus routes

- Bus evacuations drills conducted
- Wood chips placed on all elementary play toys
- Certified bus drivers in CPR and required certified and support in CPR
- All maintenance and custodial attend 1day safety training at ICTC
- Bus drivers meeting conducted on safe driving and student drop off and pick up
- School drug testing of all students in OSSAA activities

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

- Posted job openings for various certified and support positions
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Goal 4: **Provide quality facilities.**

- Repair of multiple air conditioners at all sites
- Softball padding replaced
- Fan for elementary gym cleaned
- Bulletin board and white boards hung or moved in various rooms at all sites
- Dirt and drainage work at high school football field
- Various locker repairs at HS and MS
- Ceiling tiles replaced at all sites
- Surplus removed and listed at all sites
- Repaired 5 urinals at HS, 4 at MS, and 5 at lower elementary, 7 at upper elementary
- Mowing, weed eating, and trash at all sites on the outside
- Cleaning – floors, windows, desks, entrances, kitchens, restrooms, offices, etc. at all sites

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

- Radio communication, Web site announcements and athletic schedules

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

- Title programs – consolidated application completed. CDAP and federal assurances submitted
- Working on consolidated monitoring for 2015-2018 school cycle

Hilldale Public Schools

Site/Program: Student Services Comprehensive Local Education Plan (CLEP)
2015-16

JULY 2015

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

- Ordered new Science curriculum for all students K through 12th grades. All book have online access to enrichment and remediation.
- Ordered curriculum in the areas of Computer, US History, Reading, Handwriting, Math, Elementary Social Studies and Phonics.

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

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

- Provided on campus professional development opportunities for staff during Summer Institute.

Goal 4: Provide quality facilities.

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

Goal 6: Improve funding for the district.

AUGUST 2015

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

- Worked with staff to insure curriculum in classrooms without a standardized textbook

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

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

- Provide Special Education professional development for 16 staff members.
- Provided New Teacher professional development for 29 new staff members.

- Provided training for 19 para professionals working at all sites.
- Provided the opportunity for two para professionals to attend training through ITCT.
- Provided three days of professional development for all certified staff.

Goal 4: Provide quality facilities.

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

- Through our new special education software program the communication between districts and other professional services has increased.

Goal 6: Improve funding for the district.

Hilldale Public Schools

**Site/Program: High School Comprehensive Local Education Plan (CLEP)
2015-16**

JULY 2015

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

- IT Dept. providing chrome books for staff and students.

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.

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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.

AUGUST 2015

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

- IT Dept. installed new computers in teacher's classrooms. Chrome book carts added for each department.

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

- SRO on campus.

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

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Goal 4: Provide quality facilities.

- Maintenance/custodial continues to provide quality work in their cleaning of classrooms and repairing things as quickly as possible

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

- Keep marquee updated.
- Counselors keep current information on their sites
- Teachers using remind 101 to contact parents & students about upcoming events
- Video Production class keeps current information about school events on their website www.hilldalebuzz.com

Goal 6: Improve funding for the district.

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Hilldale Public Schools

Site/Program: Middle School _____ Comprehensive Local Education Plan
(CLEP)
2015-16

JULY 2015

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

- Bought new 8th grade American History books.
- Bought books for Leadership class to enhance curriculum. Also added an additional Leadership class.
- Added additional 7th grade Honors Pre-Algebra class due to high numbers.
- Added a Music History elective class.
- Contract renewed for continued use of USA Test Prep

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

- Staff members were trained in CPR and First Aid during the Summer Institute.
- New intercom system has been put in at the secondary level. This enables the district access to ALL classrooms, cafeteria, and hallways and allows the MS and HS to conduct emergency drills together.

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

- Hired 9 total new staff members at the MS.
- Amy Leybas taking over for D. Allen, Rebecca Hagan for Art, Greg Smith for PE/Health, Gary Gunckel 6th grade Western Geography, Anita Jobe SPED/Speech, Regina Harris SPED, Tyler Foster SPED, Stephanie Bolen Careers/Music History, and Danielle Hambrick from the elementary will be doing 6th grade math.
- Provided summer institute for staff. Several professional development opportunities were provided for staff in a “smorgasbord” setting to enhance their teaching strategies.

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.

- New intercom system has been put in at the secondary level. This enables the district access to ALL classrooms, cafeteria, and hallways and allows the MS and HS to conduct emergency drills together.
- WIFI drops were installed to provide better access throughout the building.

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

Goal 6: Improve funding for the district.

- Accepted transfers for the upcoming school year, as classroom space allows.

AUGUST 2015

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

- Student Handbook meetings were conducted by principal for all grades to discuss policies and procedures at the middle school. Bullying, harassment, and intimidation characteristics were covered with all students with students being given the opportunity to ask questions.
- Character Education program has added a Character Council for the upcoming year which includes teachers, counselor, principal, and students.
- Computer lab is now equipped with additional computers that allows more students usage during the day.
- Received additional chromebooks for the middle school which allows our teachers more opportunity for student research.
- Title I Targeted Assistance Program meetings were held and plan developed and in the process of being implemented in the MS.

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

- Conducted Intruder Drill on September 1st. Immediate lockdown. Teachers and students did a great job locking down.
- Conducted Fire Drill on September 1st. Staff and students exited building in just less than 2 minutes.
- Developed the School Safety Committee. Meeting is set for 9/10/15
- Conducted Drug Testing for all student athletes for middle school and high school students. Also have conducted drug tests for those who were not present for the first testing dates.
- Academic team tryouts were conducted by Academic team coaches. Congratulations to Aislyn Hensley, Isaac McBrien, Niky Harper, Gannon Dubin, Maddi Rogers, Jessica Hollingshead, Andrew Brust, Reed Stout, Zach Speir, Paytona Owle, and Lyndsey Eckerson on their selection to the 2015-2016 Middle School Academic Team.

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

Goal 4: Provide quality facilities.

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. 8/5-7/2015
- Open House on 8/24/15 for community and parents to meet with teachers to receive their respective student's syllabus and tour the school.
- Mr. Puckett hosted Title I meeting on 8/24/15 for parents of qualified students.
- 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.
- Title I Compact was sent out to all students and returned.

Goal 6: Improve funding for the district.

Hilldale Public Schools

Site/Program: Lower/Upper Elementary Comprehensive Local Education Plan (CLEP) 2015-16

JULY 2015

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

- Administrator attended EngageOk, a 3 day workshop in Oklahoma City. Workshops included special education updates, using different technology in the classroom and Reading Sufficiency updates
- We had a Summer Institute for teachers. Teachers attended workshops that dealt with iPad, science curriculum, and grant programs.
- Ordered a new Science curriculum for Kindergarten – 5th grade
- Upper Elementary Teachers attended a 5 day Literacy First workshop. This workshop will help the teachers with literacy strategies, stations, and assessing their students

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.

- Hired 1- 2nd grade teacher

Goal 4: Provide quality facilities.

- Bought Upper Elementary classroom new lockers “cubbies” for the students to utilize

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

- Updated the Student and Faculty handbooks

Goal 6: Improve funding for the district.

- Teachers attended a workshop about Donorschoose.org, a website that allows the teachers to get grants for different classroom needs

AUGUST 2015

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

- Ordered a new handwriting, Handwriting without Tears, curriculum for Preschool – 1st grade
- Ordered a new phonics, Saxon Phonics, curriculum for 1st grade
- Met with Judi Barber to help guide us with our PLC meetings
- Provided teachers with a website about free certificates that the can make for students’ progress. www.Kidscerts.com

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 fixed the times that needed adjusting
- Purchased safety cones, these will help parents distinguish where they are able to park.

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

- Hired 1 Kindergarten, 1-2nd grade, 1-4th grade – Math/Science, and 1-5th grade – Math/Science teachers
- Hired a Special Education Paraprofessional
- Met with new teachers at the “New Teacher Orientation” to go over the different procedures that we have at the elementary

Goal 4: Provide quality facilities.

- Painted circles on the 2nd grade playground to help students know where to line up after recess.

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

- Held a Meet and Greet night; 85% of our parents were in attendance.
- Distributed Student Handbooks at our Meet and Greet.
- Distributed Faculty Handbooks at our first faculty meeting.

Goal 6: Improve funding for the district.

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