

# HILLDALE PUBLIC SCHOOLS

## Comprehensive Local Education Plan (CLEP) 2013-2014

### MAY 2014

#### ADMIN

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

- Participated in State Special Olympics with 8 students.
- Received a total of \$2,197.54 for six grants received by teachers from the Hilldale Education Foundation.

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

- Met with City Manager and City Councilman to discuss district safety options.
- Attended recognition for being selected as a Middle School of Character at the state legislature.
- Notified by the National Character Education Partnership that Hilldale Middle School was selected as a National School of Character.

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

- Selected Employees of the Month for April, through district-wide nominations and a committee selection process: Coletta Russell, Elementary Teacher, was selected as Certified Employee of the Month, and Kathy Spears, High School attendance secretary, was selected as Support Employee of the Month. They were provided lunch and a packet of certificates from various vendors and businesses.
- Met with temporary service providers to discuss substitute options.

**Goal 4: Provide quality facilities.**

- Continued construction of new classrooms and kitchen/dining areas at Elementary, Middle School and High School.

## **ATHLETICS-MAINTENANCE-TRANSPORTATION**

### **MAY 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-1, MS-2, UE-2, Le-3
- Purchased 3 vacuum cleaners, microfiber rags, and summer floor cleaning supplies
- AC repair – HS-1, MS-1, UE-2, LE-2
- Set up for numerous school activities and programs
- Transportation of all students home safely on bus routes during early release

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

- Posted job opening as required by negotiated agreements

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**Goal 4: Provide quality facilities.**

- Clean up of facilities after the end of school
- Paint distributed to all sites to begin painting
- Flooring installation scheduled
- Meeting with all maintenance and custodial staff on summer schedule and projects

## **INFORMATION TECHNOLOGY**

### **MAY 2014**

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

- Completed online state testing successfully.
- Set up system on mobile device management so that we can remotely manage all district-owned iPads.
- Negotiated and prepared proposals for new infrastructure upgrade happening over the summer
- Began planning for WIFI installation for new building construction
- Added new students into the My Big Campus website and began setting up for summer school accounts
- Repaired all wireless policies, district-wide, so that all students can log into mobile lab laptops with their own usernames and passwords
- Ordered iPads, Doceri licenses, and stylus pens for middle school science teachers
- Renewed license for elementary and middle school Accelerated Reader and Star Reading programs

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

- Began work on installing new additional cameras at various places throughout the district.
- Began planning for camera installation for new building construction
- Repaired mobile gateway for cameras on mobile devices
- Updated website to include new board members, school supply lists, new pictures, etc.
- Repaired the districts' content filter so that it could boot properly and filter according to the rules configured for it

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

- Repaired a bad port on a switch in the upper elementary computer lab.
- Set up user account privileges on PD360 website for teachers and administrators for online professional development
- Prepared a list of quotes for software and support renewals for the upcoming year
- Updated the accounting server
- Attended new grade book training with 12 teachers to prepare for the new online grade book software available over summer
- Ordered additional document cameras for teachers
- Repaired the accounting server after bad power outage

**Goal 4: Provide quality facilities.**

- Repaired the wireless that was down at the temporary band room
- Repaired the wireless that was down at the press box
- Repaired the wireless that was down at the softball/baseball hitting facility
- Began planning for door access control installation for new building construction
- Began planning for network access drops for new building construction
- Prepared and re-submitted the annual technology survey

## **ELEMENTARY**

### **MAY 2014**

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

- 18 teachers attended Literacy First Training (teaching and assessing students with phonological, phonemic awareness, fluency, and comprehension skills) that we hosted at the elementary.

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

- Off duty police officers volunteered their time during our annual track meet to make sure everything went smoothly for our students.

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

- Provided all staff members with assorted gifts during Teacher Appreciation Week.

**Goal 4: Provide quality facilities.**

- Cleaned out a classroom that was being used as a storage area for the IT department, we will be using it as a Pre-school classroom.

## **MIDDLE SCHOOL**

### **MAY 2014**

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

- Summer School programs focusing on building math and reading skills
- 8<sup>th</sup> grade reading test administered to those who qualified during summer school
- Student Council elections were held
- Awards assembly for all grades was conducted

**Goal 2: Provide 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.**

- Interviewed and hired 3 new staff members for 6<sup>th</sup> grade Science, ACE Remediation classes, and FACS.
- Teacher appreciation held in cafeteria for the whole school district
- PD360 Training
- Battelle Student Roster Verification completed

**Goal 4: Provide quality facilities.**

- Continue recycling program
- Painting hallways, door frames, and shampooing carpets
- General maintenance in classrooms

**HIGH SCHOOL**

**MAY 2014**

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

- Provided the opportunity for students to take the AP tests in English and Chemistry.
- Provided students elected to student council leadership training at a lock-in retreat.

**Goal 2: Provide 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.**

- Honored teachers for their service with Hilldale Public Schools.
- Provided teachers the opportunity to go to training this summer at two out of state conferences.
- Provided training in PD360 and on the Battelle for student roster verification.

**Goal 4: Provide quality facilities.**

- Purchased new mobile lab to use with USA Test-Prep