

**Parent Focus Group – Action Plan
January 23, 2018**

STRENGTHS

Curriculum

1. Religious focus on Christian values in all classes
2. College and Career Prep
3. Tailored Curriculum
4. Small class sizes
5. More demanding than public school
6. Don't allow kids to be left behind
7. NWEA Testing

Faculty and Staff

1. Susan Keane
2. Many teachers are available to help
3. Teacher student ratio
4. Mr. Gruenwald - open door policy
5. Mr. B. – Keeps parents informed using Google Education
6. Consistent Staff – Little turnover
7. Helpful office staff
8. Very dedicated and caring faculty and staff

Extra- Curricular

1. Activity Bus
2. Starting athletics at the 4 th grade
3. FFA
4. Adding Robotics and other non-athletic activities
5. Lot of options for students
6. All kids can participate
7. COOP'ing to give students opportunities
8. Faith included in activities

Discipline

1. Mr. Witt
2. The follow up with parents after the incident
3. Having leadership in place is making it better in dealing with issues earlier rather than later.
4. School Leadership is better improved 2017-18 – unbiased discipline
5. Clearly defined student code of conduct
6. Open door policy for both parents and students
7. Multiple administrators available to assist

Technology

1. 1:1 Devices
2. Bring Your Own Device – BYOD

3. Facebook Posts
4. 8-18 athletic program is great for paying athletic fees on-line
5. Staying up-to-date with ever changing curriculum – science
6. On-line curriculum is available to be updated
7. Remind APP and Google classroom
8. Google classroom in grades 6-8 transitioning into high school

Parent Focus Group – Action Plan
January 23, 2108
NEEDS IMPROVEMENT

Curriculum

	Action for Improvement	Responsible	Date	
Reliance on the use of technology versus other methodologies	Offer a beginning and intermediate google classroom workshop for staff. Google Classroom will be required for all faculty beginning in 2018-19 school year.	Jenn Thomas and Brenda Salogga	March 1, 2018 - 2:00pm dismissal Initial Training.	Training in Computer Lab.
Foreign Language options	Currently we offer Spanish in house. Students can look to take other Foreign Language options via virtual high school.	Allison	March 2018	
Foreign Language has taken a step backwards – Lack of conversational Spanish	Meet with teacher to discuss concern. Evaluate using the Danielson Model.	Allison	March 2018	
More writing experience especially before science fair. Need to learn how to write a research paper and how to site sources.	Utilize high school curriculum in junior high school on how to write a research paper. The process will begin in 7 th grade	High School /JH English Departments	August 1-14	
Teach to a variety of learning styles; i.e. – auditory, hands on, visual learners.	Staff development on Learning Styles and differentiation of curriculum	Administration with the assistance of ROE 39	Staff Development for 2018-19	
Outdated resources- workbooks, blackline masters, and textbooks	Update K-8 Math, Reading, Phonics, Language Arts Curriculum	Joel/ Assistance of ROE 39	April 2018	

Faculty and Staff

	Action for Improvement	Responsible	Date	
Professional Development to keep current with latest strategies and techniques	Needs assessment given to staff to evaluate needs.	Principals	March 2018	
Learning which is active and engaging versus traditional seat work and lecture	This will be done via the teacher evaluation tool. The Danielson Framework looks closely at student engagement.	Principals	On-going	
Teachers open to constructive criticism	Candid conversation with staff during opening day meeting and continuously by principal during faculty meetings and individual teacher conferencing.	Superintendent and building principals	August 2018	
Who is the guidance counselor, need to have a guidance counselor	Allison currently serves in this capacity. Inquire with Pastor Brett about giving of 1 hour a day to be present on campus.	We will have Pastor Brett on Wednesdays from 8:30 -12:30 each week. He will add a second day during the week when he is available.	March 2018	
Staff certification – Are all staff certified in the areas they are teaching	Review all certifications and make recommendations for placement based on findings.	Principals and Superintendent	May 2018	
Uncertainty of who is responsible for what? – i.e rules/discipline chain of command	Handbooks need to be revised and updated with progressive discipline spelled out.	Administrative Team/Teachers/Parents	July 2018	
How are teachers measured /evaluated?	Danielson Model	Principals	On-Going	

Mental well-being of staff.	Evaluate the salary structure for staff and implement and maintain a salary schedule.	Superintendent and Principals	May 2018	
PE staff that teaches sport skills.	PE curriculum Development for grades K-12	Joel and Mike Dahn, Kurt Younghouse, Craig Bundy	May 2018	
Personal bias as part of language arts curriculum	Building principal meeting with teacher to discuss concern. This will be evaluated via the Danielson Model	Joel	April 2018	
Parent/Teacher Conferences need to be more private.	ALL K-8 conferences will be scheduled by the classroom teacher and will take place in their classroom. H.S – Teachers need to contact all parents of students who have a D or F in their class.	Principals and Faculty	Fall of 2018	

Extra- Curricular

	Action for Improvement	Responsible	Date	
Facilities for all teams to practice- Shortage	Utilize all courts for lower level practices. Varsity teams have first access to main court followed by JH programs. 5/6 grade programs should utilize all three courts and practice on Saturdays during the season.	Athletic Director	Immediately	

Lack of consistency of coaching – i.e girls programs	Varsity coaches and building administrators assist in selection of coaches at all levels	Athletic Director, Building Principal and Superintendent.	Immediately	
More Choir concerts	3 at the HS level currently, Fall, Winter and Spring 2 at the JH level Winter and Spring	JH/HS Choir Teacher	Currently being done	
Additional student dances	Homecoming and Prom are offered each year at the high school. 6-8 dances are offered based on student interest and volunteers willing to help chaperone. Need to look to make them more than dances in order to garner interest among all students. i.e open gym with the possibility to play volleyball and basketball.	HS/JH Principal	HS currently being done JH dances sponsored by organizations as fundraising activity	
Non-sport extracurricular activities lack structure	Sponsors will develop a schedule of when meetings/practices and events will take place.	Principals will meet with sponsors to develop activity calendar.	August 2018	
Girls athletics not viewed as important as compared to boys	a. We will utilize a 6 month search process for all coaching positions. This will include advertising in congregations, local newspapers, and word of mouth. b. AD and Administration will recognize success	Athletic Director, Building Principals, Admissions Director	Immediately	

	<p>in all athletics. This will be done via personal communication or a note to the athlete.</p> <p>c. Director of Admissions notified of academic and athletic accomplishments for public relations purposes.</p>			
Do not use high school student as coaches.	High School students are not to be used as coaches unless they are assisting a coach who in on staff.	Athletic Director	Effective Immediately	
Explore COOP opportunities for minor sports and drama/performing arts.	Will look to COOP all minor sports with Holy Family, St. Pats, and Lourdes. This includes softball, baseball, and golf at JH level. At the high school level will look to coop golf, and softball, with county schools and possibly Mt. Pulaski.	Athletic Director	Effective Immediately	
Gap between JH and HS development – Need strength and experienced coaches	Will work to get committed coaches from within the teaching staff. Look for coaches who have passion and willingness to grow the program. All programs should be driven by the varsity coaches.	AD/Building Principal/Superintendent	Effective Immediately	
Concession stand – The same people work the stand all the time	All families who have athletes who participate will be required to sign up to work 3 games.	AD/Director of Admissions	August 2018	

	<p>This will be discussed as part of the preseason meetings with each team.</p> <p>Explore the opportunity to have students work the games as part of community service.</p>			
ABC Issues	Look to turn over before and after school program to the YMCA – YZONE Program.	Joel will contact Matt Whitehead about the change.	August 2018	

Discipline

	Action for Improvement	Responsible	Date	
Inconsistency in contacting parents – format/timeliness	<p>Teachers will develop a classroom management plan for their class that will consist of a.) Measurable classroom rules b.) Consequences for misbehavior. c.) Positive reinforcement recognition</p> <p>Consequences will include progressive discipline that will have teacher contacting parent by phone or face to face on second disciplinary infraction.</p>	K-12 –Classroom Teachers	August 2018	
Inconsistent use of discipline consequences	Classroom management plans will address consequences.	Classroom Teachers	August 2018	

	<p>Principal will have approved plans on file in office.</p> <p>Principal will have a face to face or call parents for all major issues such as fighting, theft, inappropriate language, etc.</p>			
Timely Discipline Notification -	Teacher and or principal will contact parent in the event of a detention.	Building Principal and Classroom Teachers		
Detention Policy	<p>Detentions will be issued based upon each teacher's classroom management plan.</p> <p>Principal will issue detentions for all major infractions and/or repeated offenses. Principal can also suspend from school if the infraction is a major.</p>	Building Principal and Classroom Teachers	August 2018	
Recess for JH students before or after lunch	JH students will be given 10-12 minutes of recess time daily at the conclusion of lunch.	2 teachers will be responsible for supervision each week.	August 2018	

Technology

	Action for improvement	Responsible	Date	
Grades updated on a weekly basis.	Each week teacher must enter 2 grades minimally; 2 Test or Quiz grades must be entered each quarter minimally. Principals will verify grade entry on a weekly basis.	Principals	August 2018	
Additional Chromebooks for K-5.	A cart of 30 Chromebooks is currently available for grades K-5.	Teachers	Effective Immediately	
Less word processing and more programming, coding, graphic design, and internet safety, etc.	Emphasis will be on programming and application. High School Offerings available. Align freshman and sophomore year with what is being done at Heartland Tech during the junior and senior year.	Brenda Salogga	August 2018	
Standardized home communication for grades K-12 as it relates to grade notification and homework assignments.	This will be done via Google Education.	Faculty	August 2018	
Dedicated technology staff	Size of school warrants current staff.	Dr. Holmes	Effective Immediately	