

Appomattox County Public Schools 2012-2018 Comprehensive Six Year Plan

Approved by Appomattox County School Board: 01/26/2012

Student Achievement/Curriculum & Instruction – Appomattox County Public Schools staff will engage every student in meaningful, authentic, and rigorous work with high expectations through the use of innovative instructional practices, a guaranteed curriculum, and supportive technologies that will motivate students to be self-directed and hard-working in a professional learning community.

MEASURABLE GOAL	STRATEGY TO MEET GOAL	TIMELINE FOR STRATEGY	STAFF RESPONSIBLE
<p>1. Allocate resources to revise the curriculum development process and implement programs that align the written curriculum, classroom instruction and assessment to local, state, and national standards to prepare students to be college and career ready.</p>	<ul style="list-style-type: none"> -Update pacing guides -Provide continuous staff development as standards change -Update Career and Technical Education classes to be commensurate to the ever changing industry needs -Expand academic and career plans for all students 	<p>Annually</p>	<ul style="list-style-type: none"> -Superintendent -Director of Curriculum and Instruction -Director of Technology/CTE -Director of Remedial/Special Ed -Guidance Counselors -Teachers
<p>2. Examine current opportunities to develop a well articulated strategy to close the achievement gap for and advance the instructional needs of underachieving populations.</p>	<ul style="list-style-type: none"> -Study subgroup data to identify and remediate specific strand weaknesses in each content area -Provide direct & specific remediation in low areas -Address graduation rates with academic and career plan -Integrate differentiation and 21st Century learning skills in lesson plans -Examine Advanced Studies Programs for quality and quantity to best meet the needs of our highest achieving students -Ensure guaranteed curriculum for all students -Provide staff development on differentiated strategies designed to address the achievement gap between white and African American students. 	<p>Annually</p>	<ul style="list-style-type: none"> -Superintendent -Director of Curriculum and Instruction -Director of Remedial/Special Ed -Director of Human Resources -Principals -Teachers -Guidance Counselors
<p>3. Increase and improve amount and effectiveness of special education, remedial reading, and math programs K-12.</p>	<ul style="list-style-type: none"> -Provide direct and systematic remediation for students not meeting proficient status -Explore and implement best practices and strategies for targeting instruction specific to the needs of special education populations in regular education settings. 	<p>Annually</p>	<ul style="list-style-type: none"> -Director of Curriculum and Instruction -Director of Remedial/Special Ed -Principals -Teachers

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	<ul style="list-style-type: none"> -Implement smaller class size K-12 -Retain four year old program -Implement after school remedial academic program at middle and high school -Explore programs and staff development that support current best practices in special education, reading, and math K-12 -Expand alternative education program to address four content areas 		
4. Increase and improve options of rigorous and accelerated learning programs.	<ul style="list-style-type: none"> -Increase Advanced Placement offerings and Pre-Advanced Placement courses -Increase resource setting for advanced learners -Offer SAT/ACT Prep class -Expand Science, Technology, Engineering, Math (STEM) offerings K-12 	Ongoing	<ul style="list-style-type: none"> -Director of Curriculum and Instruction -Director of Human Resources -Principals -Assistant Principals -Teachers -Guidance Counselors
5. Reduce dropout rate to less than 3%.	<ul style="list-style-type: none"> -Expand alternative education program to include more diploma options -Expand student mentoring program -Develop academic goals for each student K-12 by expanding academic and career plans -Continue 9th grade transition programs -Assess and adjust attendance policy annually 	Ongoing	<ul style="list-style-type: none"> -Superintendent -Director of Curriculum and Instruction -Director of Remedial/Special Ed -Principals -Assistant Principals -Teachers -Guidance Counselors
6. Increase use of technology instruction in classrooms K-12.	<ul style="list-style-type: none"> -Demonstrate cutting edge technology to all schools regularly through ITRTs -Update Technology Integration Plan -Update hardware and software -Provide technology professional development -Expand electronic lesson plans 	Annually	<ul style="list-style-type: none"> -Director of Technology/CTE -Director of Curriculum and Instruction -ITRTs -Teachers
7. Address needs of diverse community by promoting experiences and instructional activities which assure that all cultures are recognized as a part of the local identity.	<ul style="list-style-type: none"> -Institute diversity awareness in curriculum K-12 -Increase collaborative teaming time K-12 -Provide training opportunities for special education collaborative teams 	Ongoing	<ul style="list-style-type: none"> -Director of Remedial/Special Ed -Principals -Teachers

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Faculty and Staff Qualifications & Performance – Appomattox County Public Schools will attract, retain, develop, and support highly qualified teachers, administrators, and staff through systematic professional development which is aligned with division goals.

MEASURABLE GOAL	STRATEGY TO MEET GOAL	TIMELINE FOR STRATEGY	STAFF RESPONSIBLE
1. Recruit, hire, and retain highly qualified teachers and staff.	<ul style="list-style-type: none"> -Provide for staff development per staff needs -Reinstate financial support for teachers to further education -Expand teacher mentor program -Attend onsite and virtual job fairs -Expand cooperative efforts with local colleges and universities to provide opportunities for pre-service experiences. 	Ongoing	<ul style="list-style-type: none"> -Superintendent -Director of Human Resources -Director of Curriculum and Instruction -Director of Special Education -Principals
2. Recruit and hire culturally and racially diverse highly qualified teachers.	<ul style="list-style-type: none"> -Recruit in a variety of locations/colleges -Implement grow your own program at ACHS -Ensure division website fully informs and attracts potential applicants 	Annually	<ul style="list-style-type: none"> -Superintendent -Director of Human Resources -Director of Curriculum and Instruction -Director of Special Education -Principals
3. Hire trained and experienced Career and Technical Education (CTE) teachers to increase course quality/offerings.	<ul style="list-style-type: none"> -Hire according to industrial and business trends in Appomattox and surrounding areas -Advertise and promote programs -Increase business partnerships 	2013-2016	<ul style="list-style-type: none"> -Director of Human Resources -Director of Technology/CTE -Principals
4. Increase employee compensation to be comparable/average with surrounding regions.	<ul style="list-style-type: none"> -Compare salary scales -Implement a plan to raise salaries/steps 	2013-2016	<ul style="list-style-type: none"> -Superintendent -Director of Human Resources -Director of Business/Operations
5. Provide divisionwide staff development directed toward instructional needs within core areas based on analysis of data.	<ul style="list-style-type: none"> -Train personnel from within schools -Promote leadership – grow your own program -Ensure guaranteed and viable curriculum -Disaggregate data continually and respond with targeted, systematic intervention -Promote technology integration and training -Plan staff visits to other schools to gain ideas -Survey staff needs annually 	Annually	<ul style="list-style-type: none"> -Director of Human Resources -Director of Curriculum and Instruction -Director of Special Education
6. Evaluate staff using equitable and measurable standards.	<ul style="list-style-type: none"> -Use state evaluation forms -Provide staff development to teachers and Administrators -Create job descriptions for each position 	2013-2018	<ul style="list-style-type: none"> -Principals -Assistant Principals -Director of Human Resources -Director of Curriculum & Inst.

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Finances – Appomattox County Public Schools will manage financial resources responsibly, efficiently, and effectively in order to position the school district as an increasingly viable economic development partner.

MEASURABLE GOAL	STRATEGY TO MEET GOAL	TIMELINE FOR STRATEGY	STAFF RESPONSIBLE
1. Review, revise, and streamline business budget processes.	-Conduct bookkeeping audits -Survey other efficient school division practices -Distribute accountability for budget creation and adherence to principals and directors	Ongoing	-Superintendent -Director of Business/Operations -Principals
2. Maintain appropriate number of instructional positions to adequately meet instructional needs.	-Examine student to teacher ratio -Review class offerings	Annually	-Superintendent -Director of Human Resources -Director of Curriculum and Instruction -Director of Special Education
3. Increase employee salaries toward regional median.	-Implement salary study -Evaluate all positions and seek ways to consolidate jobs -Analyze salary scale of localities and increase salary rates of highly qualified teachers to be attractive for retention and recruitment	2014-2015	-Superintendent -Director of Business/Operations -Director of Human Resources
4. Increase applications for grant opportunities.	-Employ part-time grant coordinator to seek variety of grants	2014-2018	-Superintendent -Director of Business/Operations
5. Increase community sponsorship for supplies and services.	-Ask community leaders for assistance -Involve Parent Advisory Committee -Involve Parent Teacher Organizations	2013-2016	-Superintendent -Principals -Director of Business/Operations
6. Seek capital improvement items to be attended to regularly across division.	-Initiate ACHS renovation -Initiate Bus Shop construction -Renovate Maintenance Building -Maintain Technology Improvements	Annually	-Superintendent -Director of Business/Operations
7. Support regional economic development effort through sharing of information with other central Virginia localities.	-Initiate contact with other counties -Maintain involvement with area Chamber of Commerce	Ongoing	-Superintendent -Director of Business/Operations

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8. Implement sound business practices	<ul style="list-style-type: none"> -Create job descriptions and expectations for all positions -Improve communications/processes/documentation -Improve work order system -Institute remote purchase order and leave to reduce redundancy 		<ul style="list-style-type: none"> -Superintendent -Director of Business/Operations -Director of Human Resources -Principals

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Communication & School Climate – Appomattox County Public Schools will assess and enhance the relevance, timeliness, and effectiveness of internal and external communication with staff, parents, and the community to fulfill their essential roles as actively engaged partners in supporting student achievement and positive outcomes for student success.

MEASURABLE GOAL	STRATEGY TO MEET GOAL	TIMELINE FOR STRATEGY	STAFF RESPONSIBLE
1. Promote a nurturing, safe, and drug-free learning environment.	-Continue bullying prevention programs -Continue anti-drug and anti-gang programs	Ongoing	-Superintendent -Principals
2. To increase communication of school happenings/programs to the public and parents to build their interest and involvement.	-Increase Internet/Website visibility -Increase newspaper articles -Hold “meet and greets” with parents -Have gatherings at non-school locations -Invite parents in for meetings other than conferencing -Use parent surveys and automated calling system	Ongoing	-Superintendent -Principals -Director of Curriculum and Instruction -Director of Special Education -Director of Human Resources -Director of Business/Operations
3. Increase communication between schools and central office.	-Continue regular email -Continue Division Digest Newsletter -Conduct needs assessment surveys	Annually	-Superintendent -Director of Business/Operations
4. Improve and increase positive working relationship between the town, county, and school system to increase local investment.	-Invite community leaders to school -Continue Monthly Board Chair Meetings -Continue Regular Joint Board Meetings -Implement community mentors for students	Annually	-Superintendent -Director of Business/Operations
5. Increase teacher communication with parents.	-Use SharePoint -Train teachers to develop websites -Use Surveys, Blogs, Discussion Boards	Ongoing	-Director of Technology/CTE -Principals -Teachers
6. Increase employee opportunity for feedback regarding ideas and concerns.	-Use surveys -Implement Discussion Boards -Increase SharePoint use -Involve Teacher Advisory Committee and Parent Advisory Committee	Annually	-Superintendent -Director of Human resources -Principals

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Facilities and Safety – Appomattox County Public Schools will maintain and update existing buildings and grounds, while planning for future facilities to assure safe and secure conditions for all school-sponsored activities.

MEASURABLE GOAL	STRATEGY TO MEET GOAL	TIMELINE FOR STRATEGY	STAFF RESPONSIBLE
1. Improve the partnership and working relationship between the school system and the Sheriff's Office and fire/emergency services.	<ul style="list-style-type: none"> -Hold quarterly building inspections/walk throughs -Hold quarterly administrative and School Resource Officer (SRO) meetings -Implement radio system compatible with county system to foster possible future expansion 	Ongoing	<ul style="list-style-type: none"> -Superintendent -Director of Business/Operations -Director of Technology/CTE
2. Develop and implement a comprehensive energy efficiency plan.	<ul style="list-style-type: none"> -Use efficiency consultant review -Improve work orders and follow through 	2014-2015	<ul style="list-style-type: none"> -Superintendent -Director of Business/Operations
3. Maintain Crisis Plan that is revised annually by Crisis Team at school level and then approved by superintendent.	<ul style="list-style-type: none"> -Hold three administrative review meetings per year -Provide staff development on first aid and crisis Response -Provide staff with training in mental health crisis response. 	Annually	<ul style="list-style-type: none"> -Superintendent -Director of Technology/CTE -Principals -Assistant Principals
4. Renovate entire high school and renovate middle school original building with walls, basement and air quality addressed.	<ul style="list-style-type: none"> -Conduct meetings with Board of Supervisors -Review Long Range Facility Plan 	2018	<ul style="list-style-type: none"> -Superintendent -Director of Business/Operations
5. Increase security and emergency communication at all schools.	<ul style="list-style-type: none"> -Develop procedures for entry of visitors at each School (SWIPE) -Require visitors to be checked in and wear badges -Install additional cameras inside and outside – parking lots and entrances -Install additional lighting at entrances and in parking areas -Install keypad entrances at all schools -Update radio system 	Ongoing	<ul style="list-style-type: none"> -Director of Business/Operations -Principals -Director of Technology/CTE

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6. Expand workplace safety education for all staff including teachers, paraprofessionals, transportation, custodial, and administrators.	<ul style="list-style-type: none"> -Annual safety training online and in person -Conduct ongoing anti-bullying and anti-gang training -Legal aspects of educational training 	Ongoing	-Director of Business/Operations
7. Address improvement to the exterior and interior presentation and appearance of buildings and grounds.	<ul style="list-style-type: none"> -Review Long Range Facility Plan 	Annually	<ul style="list-style-type: none"> -Director of Business/Operations -Principals

Last Revision Date: 01/12/2012