

# Highland Elementary School 2018-2021 LCPS Strategic Plan

District Priorities 2018-2021 Goal 1: Student Success		2018-2021 Aligned Actions and Measurements (Current School Year Plan and Evaluation of previous year's plan due September 1)					Focus Priority Status:
		Key Actions: (List as many actions as needed in each box.)	Measured by:	Owner(s):	Resources Needed:	Results of Key Actions from last year's plan: (Due September 1)	IP = In Progress FO = Fully Operational
Focus Priorities							
1. Implement 90-Day PED plans	* Provide PD to Leadership Team to target SIOP and Restorative Justice * Review previous year's 90 Day Plan * Identify school challenges * Develop 18-19 SY 90 Day Plan	Leadership Team survey to determine quality of PD and analysis of the review	Principal	PED templates; survey; data analysis from 30/60/90 day plans	By focusing on classroom walkthroughs, SIOP, and Restorative Justices, our school community will improve academically and behaviorally.	IP	

<p>2. Increase online instructional resources for teachers</p>	<p>* Provide meaningful technology PD (e.g., Office365, Canvas, etc.) * Post all available documents to Canvas</p>	<p>* Teachers trained * Teachers will post lesson plans, weekly schedules, and committee meeting minutes on discussion posts in Canvas. Teachers will use the documents as evidence towards Domains 1 and 4.</p>	<p>Principal</p>	<p>Time in PLCs</p>	<p>By focusing on classroom walkthroughs, SIOP, and Restorative Justice, our school community will improve academically and behaviorally.</p>	<p>IP</p>
<p>3. Support language acquisition and academic outcomes for English Learners (EL)</p>	<p>1. Implement continuation of SIOP Team training and implementation monitoring. 2. Support staff helps school with placement of ELs. 3. Ensure that managers include IEP goals reflect language needs for ELs with special needs. 4. Provide professional development to bilingual teachers to implement standards-based, high-level instruction in Spanish across all content areas. 5. Develop and implement a plan to expand dual language into upper grades.</p>	<p>1. Walk-throughs and administrator feedback to assess implementation quality 2. Professional development session agendas and participants 3. Professional development session agendas and participants. Review of IEP goals 4. Professional development session agendas</p>	<p>1. Executive Director of Bilingual and Migrant Education 2. Dean of ELs 3. Assistant Superintendent of Special Student Service, 4. Associate Superintendent of Equity, Innovation, and Social Justice and Associate Superintendent</p>	<p>Funding for professional development</p>	<p>By focusing on classroom walkthroughs, SIOP, and Restorative Justices, our school community will improve academically and behaviorally.</p>	<p>IP</p>

<p>4. Strengthen gifted services to include targeted instruction, increased identification, and content integration</p>	<ol style="list-style-type: none"> <li>1. Identify under-represented populations for gifted services</li> <li>2. Provide a continuum of services to meet the needs of identified gifted students.</li> </ol>	<ol style="list-style-type: none"> <li>1. Percentage of students identified as gifted</li> <li>2. Placement of AES teacher on master schedule to teach PETS curriculum to 3rd grade students.</li> </ol>	<p>Principal, AES Teacher</p>	<p>Master Schedule; PETS curriculum</p>	<p>By focusing on classroom walkthroughs, SIOP, and Restorative Justices, our school community will improve academically and behaviorally.</p>	<p>IP</p>
<p>5. Improve student behavior through systemic initiatives</p>	<ol style="list-style-type: none"> <li>1. Improve the collection of student behavior data.</li> <li>2. Implement Restorative Practices programs to address behavior</li> </ol>	<ol style="list-style-type: none"> <li>1. Accuracy of the data based on prior year data;</li> <li>2. Program evaluation</li> </ol>	<p>Principal, assistant principal, counselor, and social worker</p>	<p>Funding for external program evaluation</p>	<p>By focusing on classroom walkthroughs, SIOP, and Restorative Justices, our school community will improve academically and behaviorally.</p>	<p>IP</p>
<p>6. Establish common expectations for Professional Learning Communities (PLC's) in all schools</p>	<ol style="list-style-type: none"> <li>1. Develop PLC expectations</li> <li>2. Provide professional development on established expectations</li> <li>3. Monitor implementation of expectations for PLCs</li> </ol>	<ol style="list-style-type: none"> <li>1. Expectations are published</li> <li>2. Self assessment of PLC</li> </ol>	<p>Principal, Assistant principal, instructional specialist</p>	<p>Laptops, chart paper, markers, self-assessment</p>	<p>By focusing on classroom walkthroughs, SIOP, and Restorative Justices, our school community will improve academically and behaviorally.</p>	<p>IP</p>

7. Prepare all students for college and career readiness	1. Ensure students have access to current technology resources.	1. New student technology in the building.	1. Principal 2. Technology Teacher	Funding for technology upgrades	By focusing on classroom walkthroughs, SIOP, and Restorative Justices, our school community will improve academically and behaviorally.	IP
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8. Expand Virtual Academy to support traditional and non-traditional students	NA	NA	NA	NA	NA	NA
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## Highland Elementary School 2018-2021 LCPS Strategic Plan

2018-2021 Aligned Actions and Measurements						
District Priorities 2018-2021 Goal 2: Budgets & Facilities Management	<b>Key Actions:</b> (List as many actions as needed in each box.)	<b>Measured by:</b>	<b>Owner(s):</b>	<b>Resources                      Needed:</b>	<b>Results of Key                      Actions from last                      year's plan:</b> (Due September 1)	<b>Focus Priority                      Status:</b> IP = In Progress FO = Fully Operational
Focus Priorities						
1. Improve state data reporting in all areas	NA	NA	NA	NA	NA	NA
2. Determine facility needs to maximize student safety and engagement	1. Visit by the Director of Public Safety to assess needs of school 2. Visit by Architectural Research Consultants (ARC) to review conditions and needs of school	1. Calendar appointment 2. Complete questionnaire	1. Todd Gregory 2. ARC	Scheduled time and walkthrough tool	Safety protocols established and in place consistent across school community	IP
3. Increase efficient use of financial resources	1. Established use of PO Request Forms by staff	1. Number of PO Request Forms implemented	1. Joan Howard 2. Head Secretary	PO Request Form	Increased efficiency of financial resources	IP
4. Increase safety measures	Communicate safety protocols and procedures to staff, parents, and other community members via a safety letter to be given to families and staff. Safety letter will outline procedures for entering the school building, dropping off children at the beginning of the day, and picking up students at the end of the day.	Letter sent home to families	Admin, staff, and families	Letter	School community will be safer overall as a result of the heightened security and safety procedures	IP

## Highland Elementary 2018-2021 LCPS Strategic Plan

District Priorities 2018-2021 Goal 3: Communication, Trust, and Human Relations	2018-2021 Aligned Actions and Measurements						Focus Priority Status:
	Key Actions: (List as many actions as needed in each box.)	Measured by:	Owner(s):	Resources Needed:	Results of Key Actions from last year's plan: (Due September 1)	IP = In Progress FO = Fully Operational	
<b>Focus Priorities</b>							
1. Increase communication and engagement with stakeholders	1. Schedule monthly PTO meetings with PTO so they are accessible to staff and parents 2. Create a DAC group to invite to monthly DAC meetings 3. Provide ongoing communication with families via quarterly newsletter, use of K-12 In Touch, and new electronic marquee	1. Calendared PTO meetings 2. DAC contact group in Outlook and emails transmitted to DAC group 3. Quarterly newsletters, K-12 In Touch use, and messages on electronic marquee	Leadership Team, Admin, PTO	Coordinate and plan agendas, articles from grade levels and departments, and Hyoco software to transmit messages to electronic marquee	Increased PTO participation by parents and staff Increased communication to school community and families	IP	
2. Implement review cycle for board policies, and communicate policy revisions with stakeholders	NA	NA	NA	NA	NA	NA	
3. Expand International Welcome Center (IWC) to support newcomers and families	NA	NA	NA	NA	NA	NA	

## Highland Elementary 2018-2021 LCPS Strategic Plan

2018-2021 Aligned Actions and Measurements						
District Priorities 2018-2021 Goal 4: Quality in Human Resources	<b>Key Actions:</b> (List as many actions as needed in each box.)	<b>Measured by:</b>	<b>Owner(s):</b>	<b>Resources                      Needed:</b>	<b>Results of Key                      Actions from last                      year's plan:</b> (Due September 1)	<b>Focus Priority                      Status:</b> IP = In Progress FO = Fully Operational
<b>Focus Priorities</b>						
1. Hire highly-effective teachers who meet identified district needs	Invite highly-effective teachers to interview when vacancies occur	Screening system via Applitrack	Admin	Provided screenings from HR personnel	Shorter turnaround time for hiring Highly qualified teachers	IP
2. Increase efficiency of turnaround time in the hiring process	Decrease turnaround time for recommendation to hire	Abbreviated time to hire	Admin	iVisions and Applitrack	Shorter turnaround time for hiring Highly qualified teachers	IP
3. Strengthen new teacher orientation process to support first-day readiness	Collaborate with New Teacher Program	Communication with the New Teacher Program	Admin	New Teacher Program information	Retention of new teachers	IP
4. Increase leadership capacity	Provide opportunities for staff to participate in leader roles	More staff provided with leadership opportunities	Admin	Opportunities to participate in leader roles	Greater number of staff able to participate in leadership roles	IP
5. Provide support for alternative licensure teachers	Assign Level II and Level III teacher mentors from within levels	1:1 assignation of mentors	Admin	Level II and III teachers as mentors	Retention of alternative licensure teachers	IP
6. Increase substitute teacher pool	Assist HR with advertising opportunities to substitute teach within the district	More substitute staff	Admin	Marquee Fliers	Greater number of substitute teachers	IP