

Comprehensive Progress Report

Mission: The Career Academy and Technical School will work collaboratively with students, parents, teachers, and the community to educate students and foster life-long learning, to help all students reach their full potential and to develop successful, responsible, and ethical citizens in a global community.

Vision: To prepare students for 21st century careers by challenging them with cutting-edge technology and the latest innovations in job markets today and tomorrow.

Goals:

Administration and staff will improve communication between traditional high schools, parents and students.

Administration and faculty will market and showcase CATS during the school day and through outside community events.



! = Past Due Objectives

KEY = Key Indicator

Core Function:		Dimension A - Instructional Excellence and Alignment				
Effective Practice:		Curriculum and instructional alignment				
	KEY	A2.04	Instructional Teams develop standards-aligned units of instruction for each subject and grade level.(5094)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>			Teachers follow state CTE plans as outlined.	Limited Development 09/14/2017		
			Priority Score: 2 Opportunity Score: 2 Index Score: 4			
<i>How it will look when fully met:</i>			Teachers will have a better understanding of the information they are teaching students and how to differentiate content based on student need and performance. CTE test scores in all areas will increase proficiency by at least 5% due to the task analysis of the CTE state plans.	Objective Met 09/20/18	Larry Rogers	06/13/2018
<i>Actions</i>						
	9/14/17		Teachers will informally assess students to determine possible achievement gaps.	Complete 01/31/2018	Larry Rogers	02/16/2018
<i>Notes:</i> This will be done 1st and 2nd semesters.						

9/14/17	Teachers will develop lesson plans based on CTE state objectives demonstrating differentiating instruction and have available for review by administration.	Complete 06/13/2018	Larry Rogers	06/13/2018
<i>Notes:</i>				
10/19/17	Complete SWOT Analysis	Complete 12/07/2017	Sonja Lewis	11/02/2017
<i>Notes:</i> Mr. Rogers to gather data for SWOT Analysis.				
11/2/17	Complete SWOT analysis in goal teams, data has been collected but needs reviewed and input added	Complete 12/07/2017	Kim Rogers	11/30/2017
<i>Notes:</i>				
1/4/18	After reviewing testing data from state results, a determination by the school improvement team will be made if specialized training related to differentiating instruction is necessary for staff.	Complete 04/12/2018	Larry Rogers	02/16/2018
<i>Notes:</i> The team feels that the students who do not perform as well do so because of distractions caused by technology - not necessarily due to teachers' failure to differentiate instruction and provide students with a variety of modalities for learning opportunities.				
5/3/18	Collect and analyze data from spring testing for CTE students to determine if 5% increase was met.	Complete 08/21/2018	Sonja Lewis	08/28/2018
<i>Notes:</i>				
Implementation:		09/20/2018		
Evidence	9/20/2018			
Experience	9/20/2018			
Sustainability	9/20/2018			

Core Function:			Dimension B - Leadership Capacity			
Effective Practice:			Strategic planning, mission, and vision			
		B1.04	The principal effectively and clearly communicates the message of change.(5138)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>			CATS has schedules in place, but the traditional high schools do not adhere to the same schedule, which causes conflict for students on Early Release, Exam and Inclement Weather Days. It is the expectation that the CATS schedule determines the rest of the district.	No Development 09/20/2018		
<i>How it will look when fully met:</i>			All school days will operate with smooth transitions to CATS regardless of the overall daily schedule. All schools will have an awareness of the schedule without question.		Larry Rogers	06/03/2019
<i>Actions</i>						
<i>Notes:</i>						

Core Function:			Dimension B - Leadership Capacity			
Effective Practice:			Distributed leadership and collaboration			
	KEY	B2.03	The school has established a team structure among teachers with specific duties and time for instructional planning.(5143)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>			<p>November 2, 2017:</p> <ul style="list-style-type: none"> -PLC form under review for independent courses -PLC minutes are being submitted regularly <p>Staff are currently participating in PLC's, SIT goal teams, staff meetings and other county wide advisory panels. We plan to monitor participation in these more closely and develop specific dates and times for these duties to be completed and meetings to be held.</p>	Limited Development 09/14/2017		
			<p>Priority Score: 3</p> <p>Opportunity Score: 2</p> <p>Index Score: 6</p>			
<i>How it will look when fully met:</i>			When this objective is fully met, the staff will have a clear and concise schedule of responsibilities and expectations when it comes to meetings, PLC's and other instructional duties as assigned.	Objective Met 06/11/18	Sonja Lewis	06/08/2018
Actions						
	9/14/17	Set up specific SIT team and goal team meeting date and times.		Complete 12/07/2017	Danielle Dixon	06/13/2018
<i>Notes:</i>						
	9/14/17	Each department will set up PLCS meeting times and submit minutes every two weeks.		Complete 12/07/2017	Sonja Lewis	06/13/2018
<i>Notes:</i>						
	10/19/17	Create PLC for teacher's without content area team members.		Complete 12/07/2017	Tanya Topazio	11/02/2017
<i>Notes:</i>						
	11/2/17	Independent PLC format has been developed but after review needs minor changes.		Complete 12/07/2017	Tanya Topazio	11/30/2017
<i>Notes:</i>						
	12/7/17	Monitor submission of PLC's minutes in a timely manner.		Complete 06/13/2018	Larry Rogers	06/13/2017
<i>Notes:</i>						
	12/7/17	Inform principal of changes in meeting, dates and times when it happens so principal can plan to attend if he is available.		Complete 01/04/2018	Larry Rogers	01/04/2018

<i>Notes:</i>				
1/4/18	Develop a team folder to share best practices, forms and documents (i.e. parent contact logs, failure letters, etc.) to collaborate, learn and borrow from.	Complete 04/12/2018	Kim Rogers	04/12/2018
<i>Notes:</i> Information is continually being added and will be uploaded to team folder for staff usage.				
1/4/18	Provide training to staff on understanding Google Drive and how to locate shared information between staff.	Complete 04/12/2018	Larry Rogers	03/14/2018
<i>Notes:</i>				
3/1/18	Monitor teacher completion of teacher working conditions survey.	Complete 04/12/2018	Danielle Dixon	04/12/2018
<i>Notes:</i>				
Implementation:		06/11/2018		
Evidence	6/11/2018 - Google drive folders set up for submission of meeting minutes and monitoring by administration on a regular basis.			
Experience	6/11/2018 - It was a group effort among staff to create efficient scheduling procedures, with the staff and faculty working as a whole, this objective was able to be met.			
Sustainability	6/11/2018 - Will continue to implement meeting schedules that were developed in this plan.			

Core Function:		Dimension E - Families and Community			
Effective Practice:		Community Engagement			
	E2.02	The school provides a broad spectrum of communication to the community through meetings, announcements, newsletters, and a consistently updated website.(5189)	Implementation Status	Assigned To	Target Date
Initial Assessment:		We currently schedule Open Houses , participate in community events, update our website and create a monthly newsletter but we would like to do even more.	Limited Development 09/20/2018		
How it will look when fully met:		When this is fully met, the school will have increased enrollment.		Sonja Lewis	06/03/2019
Actions					
<i>Notes:</i>					

		E2.04	The school consistently engages in strategies, policies, and procedures for partnering with local businesses, community organizations, and other agencies to meet the needs of the school.(5191)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>			Currently, CATS participates in local events such as parades and festivals hosted by the community.	Limited Development 09/20/2018		
<i>How it will look when fully met:</i>			CATS will have continued to participate in community events, but will also establish and host 2 on-campus community events to connect students with the community.		Danielle Dixon	06/03/2019
<i>Actions</i>						
<i>Notes:</i>						