



*To Know Christ and Make Him Known through Christian Education*

# School Improvement Plan 2010-2011

## Goal Statement #1

*Hickory Grove Christian School will improve communication between the school and stakeholders.*

Action Steps	Timeline	Estimated Resources	Person(s) Responsible	Evaluation
Provide consistent formatting across grade levels in the following areas of Edline: <ul style="list-style-type: none"> <li>• News section</li> <li>• Homework</li> <li>• Grades</li> </ul>	Fall of 2010 +	Computer Technology Edline Program	Teachers	Periodically check teacher's Edline page
More effective email communication with parents from the school office <ul style="list-style-type: none"> <li>• Fewer email attachments</li> <li>• Consolidating announcements</li> </ul>	Fall of 2010 +	Computer Technology	Administrative Assistant	Review documents before they are sent out
Research updating the school data base by evaluating alternative programs	October 2010-May 2012	Program cost, Technical Support, Computer Training	Administrative Staff, Technical Support Staff	Meeting with a representative from Hunter Systems
Reconstruct and maintain website	Fall 2010+	Webmaster, Computer, purchase of web space	Webmaster, Technical Support Staff, Administrative Staff	Periodically review website for information accuracy
Further develop parent/teacher communication by <ul style="list-style-type: none"> <li>• Recognizing student accomplishments through correspondence with parents</li> <li>• Extending personal invitations asking for parent volunteers</li> </ul>	Fall 2010 +	Email, phone calls	Teachers, Administrative Staff, Parent Involvement Team	Documentation showing contacts

## Goal Statement # 2

*Hickory Grove Christian School will maintain a high level of security.*

Action Steps	Timeline	Estimated Resources	Person(s) Responsible	Evaluation
Limiting access to the school building by limiting public access	Fall 2010 +	School Resource Officer, Facilities Manager	School Resource Officer, Facilities Manager	Daily security check
Enhancing the safety of pedestrian traffic in the lower parking lot by creating a pedestrian crosswalk	Fall 2010 +	School Resource Officer	School Resource Officer; school staff members	Assign staff member to monitor lower parking lot daily
Limiting access to the campus through the gated entry ways	Fall 2010	School Resource Officer; Facilities Manager	School Resource Officer; Facilities Manager	Eliminated numeric code to open gate and replaced with a card scan system

### Goal Statement # 3

Hickory Grove Christian School will expand the availability and implementation of technology.

Action Steps	Timeline	Estimated Resources	Person(s) Responsible	Evaluation
Acquire additional technology to be used in the classroom for the math department	Fall 2010	Technology Fund	Administrative Staff	Installation and use of new technology
Update school information data base program	Fall 2010+	Technology Fund	Administrative Staff; Technology Committee	Implementation of a new data base program
Replace teacher laptops	Fall 2010+	Technology Fund	Administrative Staff	Acquisition of new laptops
Assess the technological needs of each faculty member and course offering and provide appropriate resources	Fall 2010+	Faculty, Technical Support, Program cost, Technology	Administrative Staff, Teachers, Department Chairs	Individual needs assessment per teacher

## Goal Statement # 4

Hickory Grove Christian School will develop strategies to support the instructional and organizational effectiveness of the faculty.

<b>Action Steps</b>	<b>Timeline</b>	<b>Estimated Resources</b>	<b>Person(s) Responsible</b>	<b>Evaluation</b>
Provide opportunities for specialized faculty development	Fall 2011+	Program cost	Administrative Staff, Department Chairs, Teachers	Document attendance to specialized faculty development workshops
Assess and improve the effectiveness of new teacher training and mentoring	Fall 2010+	Curriculum resources, New teacher feedback	New teachers, Department Chairs, Administrative Staff	Meet with new teachers at the end of each semester
Assess and improve the distribution and effectiveness of the faculty's extracurricular duties	Fall 2010+	Master list of extracurricular duties	Administrative Staff, Teachers	Administration evaluation
Maintain Professional Growth Plans for faculty members	Fall 2010+	Professional Growth Plan	Administrative Staff, Teachers	Administration evaluation
Maintain opportunities for collaborative professional learning	Fall 2010+	Program cost	Administrative Staff, Teachers	Monthly staff meetings
Maintain opportunities for teacher input regarding faculty development	Fall 2010+	Teacher feedback, Program cost	Administrative Staff, Teachers	Staff surveys, monthly department head meetings
Explore incentives for faculty who are pursuing advanced degrees	Fall 2011+	Program cost	Administrative Staff, Teachers	Administrative evaluation

## Goal Statement # 5

Hickory Grove Christian School will enhance its academic standards and programs.

Action Steps	Timeline	Estimated Resources	Person(s) Responsible	Evaluation
Assess and provide expanded support for Advanced Placement program	Fall 2011+	Program cost	Administrative Staff, AP Teachers	Certification of completion of AP workshops; meet with teachers who teach Advanced Placement classes
Assess and refine the AP program guidelines and standards	Spring 2011+	AP Course Guidelines, AP admission assessments, Website	Administrative Staff, Department Chairs, AP Teachers	Curriculum guides and AP test scores; meet with teachers who teach Advance Placement classes
Research the feasibility of expanding course offerings	Fall 2010+	Teacher feedback, Parent/Student feedback, Program cost	Administrative Staff	Administrative Evaluation
Expand strategies for promoting academic integrity among students	Fall 2010+	Student handbook, Course Syllabi	Administrative Staff, Teachers, Parent Involvement Team	Implementation of plagiarism unit ; Administrative staff and faculty evaluation
Expand strategies for motivating students toward academic excellence	Fall 2010+	Program cost, Teacher feedback, Parent/Student feedback	Administrative Staff, Teachers, Parent Involvement Team	Public recognition and awards; establishing academic honor societies for subjects

## Goal Statement # 6

Equip students to serve Christ in a global world through exposing them to Kingdom Education Principles

Action Steps	Timeline	Estimated Resources	Person(s) Responsible	Evaluation
Participation in student leadership conferences	Fall 2010 +	Cost of conferences	Teachers and Administration	Attendance and debriefing sessions with students
Participation in Mission Week	Winter 2011	Transportation; Guest speakers, parent volunteers	Teachers, parents, and administration	Attendance and debriefing sessions with students
Student led chapels	Fall 2010 +	Technical needs, facilities, program facilitators	Teachers, students, and administration	Attendance and student feedback
Mentoring program	Fall 2010 +	Facilities, high school students	Teachers, students, parents, and administration	Student performance and attendance

## Goal Statement # 7

Students will acquire critical thinking skills necessary to be successful in a post-graduate setting

Action Steps	Timeline	Estimated Resources	Person(s) Responsible	Evaluation
Reader's Choice	Fall 2010-Spring 2011	Teacher, curriculum, reading evaluation	Teacher, curriculum specialist	Reading assessment
Writer's Workshop	Fall 2010-Spring 2011	Teacher, curriculum, writing evaluations	Teacher, curriculum specialist	Writing assessment
Incorporate classroom activities that promote higher level thinking	Fall 2010+	Teacher, Edline system	Teacher	Lesson plans, administration observation, and classroom assessments
Expand course offerings	Fall 2011+	Funding and staffing	Administrative staff, guidance counselor and department heads	2011-2012 course catalog