

Priority 1: Guidance and Advisement			
Co-Captains: Palo and Tarasovitch			
Measurable/Observable Product: A Comprehensive Guidance and Advisement Plan Submitted to the JOC for Approval			
ACTION STEPS	ACCOUNTABILITY	TIMEFRAME	BUDGET
Objective A. Identify Activities and Opportunities			
1. Analyze the findings of the G & A Committee work from 2008-2009	G & A Committee	2009-2010	
2. Develop and analyze results from a student survey regarding guidance and career advisement	G & A Committee		
3. Develop and analyze results from a parent survey regarding guidance and career advisement	G & A Committee		
4. Prioritize guidance and advisement activities from Steps 1-3	G & A Committee		
Objective B. Identify and Adapt a Standard			
1. Evaluate guidance models (ASCA and SREB)	G & A Committee		
2. Fit activities into selected or adapted model	Jackson & Tarasovitch		
Objective C. Develop a Planned Guidance and Advisement Program			
1. Establish a school-wide calendar of guidance and advisement activities	G & A Committee		
2. Train staff on guidance and advisement model	Open		
3. Develop clustered mentoring groups	Open		
4. Involve participating school districts	Palo & Sorensen		
5. Secure resources for implementation of plan	Jackson		
Objective D. Develop a Decision Making and Monitoring Process			
1. Analyze admissions scores and attendance against student success	Sorensen, Jackson, Smith		
Projected Cost			

Priority 2: NOCTI scores to state standard			
Co-Captains: Jackson and Kennerknecht			
Measurable/Observable Product: Each program will have 55% of the students scoring at or above the Competent level.			
ACTION STEPS	ACCOUNTABILITY	TIMEFRAME	BUDGET
Objective A. Work with all faculty to analyze 2009 NOCTI data			
1. Conduct an in-service program to analyze spring 2009 NOCTI scores.	Kennerknecht & Jackson	Q1 2009	-0-
2. Develop a plan for addressing low-performing competencies by program.	Each Faculty Member	Q1 2009	-0-
3. Conduct and analyze scores from fall 2009 NOCTI pre-tests.	Faculty Members & Administration	Q2 2009	-0-
Objective B. Work with targeted programs to increase NOCTI performance.			
1. Identify programs not meeting the PDE benchmark of 55% Competent or Advanced.	Jackson & Kennerknecht	August 2009	-0-
2. Use peer mentors to coach identified instructors in NOCTI preparation activities.	Kennerknecht & Faculty Members	Q1 & Q2 2009	-0-
3. Deliver test-taking strategies to students in identified programs.	Guidance Staff	Q3	Possible Costs
4. Utilize NOCTI study guides for all targeted programs.	Faculty Members	Q3	-0-
5. Utilize on-line practice tests for students in targeted programs.	Kennerknecht & Faculty Members	Q3	-0-
Objective C. Monitor NOCTI preparation activities.			
1. Observe targeted NOCTI competency preparation activities.	Principal, Director & Supervisors	Q1 & Q2	-0-
2. Measure performance levels on targeted competencies on a planned schedule.	Faculty Members	Q1 thru Q3	-0-
Objective D. Place special emphasis on NOCTI test taking period.			
1. Identify a shorter period to administer NOCTI written test.	Palo, Kennerknecht & Faculty	Q1	-0-
2. Conduct special activities to reinforce positive test performance.	Palo & Faculty	Q3	Possible Costs

Priority 3: Control process for SchoolDESX information			
Co-Captains: Smith and Sorensen			
Measurable/Observable Product: More consistent and accurate data reporting			
ACTION STEPS	ACCOUNTABILITY	TIMEFRAME	BUDGET
Objective A. Develop procedures for frequently used SchoolDESX functions.			
1. Identify critical data elements			
2. Identify enrollment procedures			
3. Identify procedures for submitting attendance data			
4. Identify procedures for submitting grades			
5. Identify procedures for reporting			
Objective B. Train staff and faculty on procedures			
1. Develop a local user's manual			
2. Develop an in-service refresher course on SchoolDESX navigation			
3. Communicate procedures for grades and attendance reporting		August 2009	
Objective C. Monitor input and frequency of updating data			
1. Develop verification procedures, quality checks			
2. Develop verification procedures, quality checks for reports			
Objective D. Mesh standardized grading recommendations with SchoolDESX control procedures.			
1. Investigate common components of CTE program grading systems			
2. Develop recommendations for parent folder names			
3. Develop recommendations for clearly identifying assignments			
Projected Cost			