

# Hamilton Alternative Academy

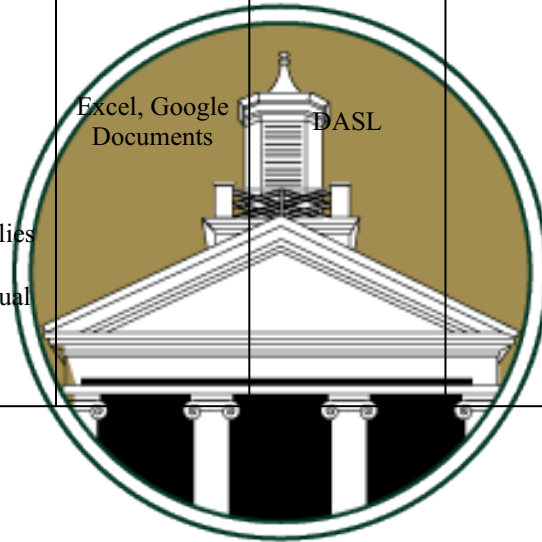
## ACTION PLANNING TOOL

Goal(s): <b>Academic and Attendance Goals 2012-2013</b>	
PLC: <b>HAA Staff and Students</b>	Date: <b>Updated 10/17/2012</b>
Administrative Approval:	Date:

Action Step	Resources Needed	Resources Available	Person(s) Responsible	Others to Involve to Complete Action Step	Timeline	Evaluation/Plan for next year
<b>GRADUATION RATE</b>						
Share progress with students towards graduation and toward work completion every 4.5 weeks – Use this information to have each student set 1 or more goals for this school year. Review progress towards the goal quarterly	Students Google Doc for Documentation	Students Google Doc for Documentation	O'Reilly Benton	HAA Staff	Aug 20, 2012 – 10/1/2012 and ongoing with new students	
Improve and encourage communication through the use of a Twitter Account with the goal to be inform students of Policies, Deadlines, Information as well as to encourage them and keep them motivated to attend and complete their work (Achieve their goals)	Internet	Internet	Price, O'Reilly, Benton	Director of Communications	10/17/2012- May 2013	
<b>CURRICULUM</b>						
Develop Implement Curriculum with Short Cycle Assessments so it more closely mirrors the OGTs – English, Math II, Math III, Alg 2 <ul style="list-style-type: none"> <li>Work with Staff to make sure the tests are used consistently and mirror the curriculum provided</li> </ul>	Curriculum Materials, HTHS Teachers, Released Test Materials Internet, Collaboration with Staff Members and Other Districts	Curriculum Materials, HTHS Teachers, Released Test Materials Staff, Internet,	HTHS Staff to Provide Curriculum, Benton, O'Reilly	HLS Staff, Witten	August 20, 2012 – May 2013	
Pilot 2 -3 On-line Instructional Programs and for Full-Time or Credit Recovery Courses			Price, Benton, O'Reilly	Witten, HS Staff	Aug 20, 2012 – May 31, 2013	
Create and implement an “ADVISORY” Class within HAA to give students the opportunity for Goal Setting, Post-Secondary Career Exploration (OCIS, etc), OGT Prep, etc	Syllabus Created, OGT Prep Materials, OCIS Passwords,		Benton, O'Reilly	M Morbitzer, Susan Witten	10/17/2012- May 2013	

OGT						
Use Online Test Prep Materials for OGT Prep with students in Grades 10 – 12 <ul style="list-style-type: none"> <li>Pilot use of Compass Learning to OGT Prep with a group of 10 students?</li> </ul>	Internet	HS Department Heads, Lisa Buchanan	O'Reilly, Benton, Price	Miller, Tyler, Steele, White, Witten	August 20, 2012 – May 13, 2013	
Implement Short Answer and Extended Response Questioning Techniques built into work sessions <ul style="list-style-type: none"> <li>Question of the Week for students to complete on arrival using a variety of MC, SA &amp; ER Questions.</li> <li>Provide Modeling of answers – using former tests/Success Website and the OGT Workbooks</li> <li>Increase the number of questions given per week across subjects.</li> </ul>	OGT Tests, OGT Resources, HTHS Teachers	OGT Tests, OGT Resources, HTHS Teachers	Benton, O'Reilly	HTHS Staff	Aug 20, 2012 – March 2013	
Identify and contact schools that have met OGT Indicators regarding strategies and programs used in OGT preparation	11-12 Preliminary Data OEDS Directory of Schools	11-12 Preliminary Data OEDS Directory of Schools	Price		10/17/2012-12/3/2012	
Work with HTHS to encourage HAA students to attend OGT prep sessions	HTHS Staff OGT Prep materials	HTHS Staff OGT Prep materials	HTHS Staff, Benton, O'Reilly		10/17/2012-April 1, 2013	
Work with HTHS Administration on better meeting student intervention needs related to OGTs			HAA Staff, HTHS Admin and Staff	Susan Witten	10/17/2012-May 2013	
Working with HTHS Administration, continually assess the legitimacy of new referrals to HAA for students yet to pass more than 3 OGTs. In addition, continually review the referral process to allow for maximum student success			HAA & HTHS Admin and Staff	Susan Witten, Bill Morrison	10/17/2012-May 2013	
Offer incentives to students who pass all 5 OGTs ie; Gift Certificates, etc.	Requisitions Gift Certificates Rewards		Price, Benton, O'Reilly		October and March Testing Weeks	
Work with HTHS Administration and Staff to offer flexible scheduling to students enrolled in HAA but in need of passing 3 or more OGTs – Students can attend classes at the HS in areas they need to pass and continue their other credits with HAA			Price, Miller, Morbitzer, White, Steele, HTHS Staff	Susan Witten	10/17/2012-May 2013	
ATTENDANCE						
Monitor Attendance Daily through work sessions and submission of work with the goal of increasing student attendance.	Benton, O'Reilly,	Excel, Google Documents,	Benton, O'Reilly, Chandonnet	Price	All Year	

- Welcome students daily, actively build relationships and make connections with students
- Change Policy – 30 Days total unexcused absences, Include 10 weeks of missed work
- Utilize Attendance Chart to track attendance – visually in the classroom
- Issue Attendance Awards Quarterly – McDonalds Gift Cards
- Utilize Telephone Alert System to remind parents/students of attendance weekly
- Continue with Attendance Letters weekly notifying parents & students of absences and consequences
- Continue with Phone calls by Director Weekly to families regarding attendance
- Attendance Reminders posted in classroom for individual students
- Encourage each student to attend 2-3 times per week which is above the minimum expectations



# HAMILTON

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## LOCAL SCHOOL DISTRICT

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