

**MANUAL HIGH SCHOOL
RESTRUCTURING PLANS AND RECOMMENDATIONS**

ITEM # 2

Recommendation from External Group	Phase I Planning and implementation	Phase II	Phase III	Phase IV
	January '08- August '08	July '08-Aug. '09	July ' 09 -	July '10
Core Design: <ul style="list-style-type: none"> • Longer day • Longer year • Dynamic Programming • Choice • Establishment of Professional Learning Communities • 8th and 9th grade component • Secure commitment from parents • Full service community schools • Small learning communities (schools within a school concept) • Focus on literacy • Air conditioning • Consider Talent Development HS model 	Develop a budget. Identify financial resources to support new school. Reallocate current resources Investigate implementation and cost of Talent Development High School Model with Career Academies. Contact TDHS in Dec 2007 Initiate training for new model Restructure MHS to include 7, 8 th grade Middle School Academy 80 each– ,7 th and 8 th grade Plan for 7/8 th grade looping, portfolios, and data folders	Formalize partnership with TDHS Consider implementation of 6th grade academies. Finalize which Career academies will be implemented starting in Aug. '09 Identify business partners Expand Block Implement and expand Mentoring Program Evaluate staff effectiveness Expand professional development opportunities to staff Expand the co-teaching model Identify the Business Liaison Position (WECEP) Identify potential financial (self generating) resources Monitor and develop ongoing budget Plan Informational meeting for parents	Complete initial training to all new staff by June 30, 2009 Continue to evaluate progress of students since implementation Evaluate staff effectiveness Evaluate staff effectiveness Expand professional development opportunities to staff Expand the co-teaching model Identify potential financial (self generating) resources Monitor and develop ongoing budget Identify potential financial (self generating) resources Monitor and develop ongoing budget Plan Informational meeting for parents Conduct parent/student Orientations	Develop a plan for final evaluation students attending the restructured school Evaluate staff effectiveness Expand professional development opportunities to staff Expand the co-teaching model Identify potential financial (self generating) resources Monitor and develop ongoing budget Plan Informational meeting for parents Conduct parent/student Orientations
	Curriculum <ul style="list-style-type: none"> • Service Learning collaboration • Student self-assessment • Mentors for students • Personal education plans • Co-teaching • Computers for every child • Incorporate fine arts program to some degree 	Implement 9 th grade academy 150 - 9 th graders to be enrolled in fall of 2008 Implement Block Schedule for HS Implement longer school day (extend by 45 min.) And longer school year (5 additional days)	Expand the co-teaching model Identify potential financial (self generating) resources Monitor and develop ongoing budget Plan Informational meeting for parents	Monitor and develop ongoing budget Plan Informational meeting for parents Conduct parent/student Orientations
Staffing <ul style="list-style-type: none"> • Consultant such as BU or Pacific 	Identify new administration and leadership by March of	Plan Informational meeting for parents		

<p>Institute</p> <ul style="list-style-type: none"> • Create formal partnerships with community groups • Continuously communicate evaluation results • Co teaching across all areas of instruction 	<p>2008</p> <p>Develop a criterion for staff and student selection</p> <p>Develop criteria for Choice. (Seek advice from state)</p>	<p>Conduct parent/student Orientations</p> <p>Formalize Community Schools Plans</p> <p>Evaluate And report progress of students the first year</p>		
<p>Business</p> <ul style="list-style-type: none"> • Engage a full time school/business/labor community facilitator to work with Manual teachers and students • Develop soft skills curriculum and incorporate it into all courses • Identify and recruit business/labor partner 	<p>Interview and hire new Staff by May 2008</p> <p>Create an effective administrative model By Feb. 2007</p> <p>Consider Principal and “achievement leaders” over each academy</p> <p>Identify achievement leaders for each academy</p> <p>Create a communication plan that includes a schedule of informational meetings by January 2008</p>			
<p>Climate and culture</p> <ul style="list-style-type: none"> • Brighten classrooms and halls • Furnish foyer • Secure student artwork • Training on communication and climate/culture for staff • Conduct climate assessment (possibly with help of outside group) • Work with city to increase police patrol around school during day and when 	<p>Plan timeline for letters to parents and students Plan for each student to have a personal Education plan</p> <p>Plan a Mentoring component and identify mentors</p> <p>Plan implementation of service opportunities Create a MOU with union that allows access of resources in community to provide outside expertise.</p> <p>Create a “Restructuring Council” or community advisory board and identify members by</p>			

<p>school is out</p> <ul style="list-style-type: none"> • Provide transportation services to all students • Provide additional lighting around school ground • Provide security camera where appropriate • Involve students in planning • Market MHS to media, community 	<p>Feb. 2008</p> <p>Plan for Professional Learning communities and develop Professional Development plan for ALL STAFF by March 2008</p> <p>For Special Needs Students: Provide plans for inclusion</p>			
<p>Parent and Community Involvement</p> <ul style="list-style-type: none"> • Install an automated phone system • Create video/DVD's etc for schedules, handbook and parenting ideas • Access to posting on channel 22 • Collaborate with Full Service Community School • Hire a Parent and Community Liaison • Create and maintain an active Advisory Board that includes students • Provide on-site daycare, parenting information, family support, health care, life skills, spiritual support, and adult education 	<p>For special needs students: Plan co-teaching model</p> <p>Plan and implement initial facility design including addressing all security concerns</p> <p>Secure plans for transportation for students who Choose Manual and commit staying at Manual at least one year.</p> <p>Develop a 3-5 year budget by January '08</p> <p>Create a Marketing plan by end of January 2008</p> <p>Develop plan for each student attending to have developed an Individualized Educational Plan by March/April 2008</p>			
<ul style="list-style-type: none"> • Create 	<p>Create a student selection criteria for</p>			

<p>partnerships with City of Peoria Public Schools District 150</p> <p>Program Evaluation/Data Collection and Analysis</p> <ul style="list-style-type: none"> • Establish desired schedules for timely routine evaluation and feedback sessions (create an evaluation system) • Create performance incentives to encourage evaluation team success • Administer 21 keys training for staff, parents <p>Special Education</p> <ul style="list-style-type: none"> • Co-teachers in classroom of inclusion – Training in Co-teaching strategies • SED teachers on all professional development teams • Block Scheduling • Transition (age 14) activities 	<p>both middle and high school by Feb. 2008</p> <p>Determine evaluation Process and create a plan</p>			
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*add plan and implement a technology plan

* add work with curriculum and professional development committees to develop a plan for ongoing assessment of student progress and train staff.