

**FAYETTE TECHNICAL CENTERS
EASTSIDE TECHNICAL CENTER
SOUTHSIDE TECHNICAL CENTER**

COMPREHENSIVE SCHOOL IMPROVEMENT PLAN

SBDM Council approval date: Fayette Technical Centers do not have SBDM Councils.

Signature of Principals:

James H. Hardin

Joe W. Norman

All council member signatures: Requested signatures for the Fayette Technical Centers School Improvement Plan can be found on the attached Advisory Council sign-in sheets from the meetings that took place on May 16 and 17, 2007.

Fayette Technical Centers Vision: To establish and maintain technical centers that promote higher education, technical skills, and employment opportunities.

Fayette Technical Centers Mission Statement: The mission of Fayette Technical Centers is to promote integrated equity based education, thereby making productive and successful members of society through teaching technical, academic, and employability skills to enrolled students creating a seamless transition to post-secondary education and/or the world of work.

Goals:

- Provide integrated academic and technical skills training to secondary students that lead to successful post-high school transition.
- Facilitate career exploration opportunities through mentoring, shadowing, and/or cooperative education experiences.
- Promote active Advisory and Steering Councils to help direct the instructional/technical programs with curriculum and equipment updates.
- Collaborate with school districts served through Fayette Technical Centers promoting technical training opportunities, post-secondary education, and/or direct entry into the world of work.

**FAYETTE TECHNICAL CENTERS
EASTSIDE TECHNICAL CENTER
SOUTHSIDE TECHNICAL CENTER**

**COMPREHENSIVE SCHOOL IMPROVEMENT PLAN
EXECUTIVE SUMMARY**

Plan Summary:

- Equity
- Parent/Family Involvement
- Academic Performance

1. Mission Statement Development and Review:

Response: The Fayette Technical Centers mission statement was reviewed in mid-May 2007. Fayette Technical Centers instructors, staff, and Advisory Council Members were asked by the principals to submit in writing a one-sentence mission statement that best defined the mission of the centers. The submitted mission statements were later brought before the instructors, staff, and Advisory Council Members for open discussion and those in attendance developed a final mission statement.

2. Needs Assessment process aligned with Kentucky's Standards and Indicators for School Improvement or other comprehensive needs assessment process that was used:

Response: The Fayette Technical Centers Improvement Plan was aligned with the 21 Program Standards Assessment established for technical centers through the Kentucky Department of Career and Technical Education.

3. Priority Needs, Causes, Goals, and Objectives:

Response: The planning committee, determining the document needed revisions, reviewed the existing improvement plan in the spring of 2007. Current and appropriate priority needs, causes, goals, and objectives were drafted to better serve students.

4. Substantive achievement gaps, gap targets, and time schedule for closing the gaps:

Response: Due to incompatible software/data analysis related to STI, this data could not be disaggregated for all feeder schools. Infinite Campus should allow for data to be collected beginning with the 2007-08 year.

5. Review drafts of the components:

Response: The planning committee reviewed the drafts on the revised components in May 2007.

6. Review estimates and information for Section 7 requests (if any):

Response: N/A

7. When the public meeting was held to present the Plan to the community, and who attended:

Response: The plan was presented to in mid-May 2007 at both Fayette Technical Centers. Fayette Technical Centers administrators, instructors, support staff, Advisory Council Members, parents, students from all program areas, FCPS Coordinator of Career and Technical Education, and interested persons attended.

8. When the revised plan was officially approved and adopted:

Response: May 2007

9. How the plan will be evaluated, and when:

Response: The Fayette Technical Centers Improvement Plan will be evaluated on an on-going basis by the planning committee advisory councils and steering committees.

10. For each step listed above, what other stakeholders were involved and how:

Response: All stakeholders involved have been referenced in the above responses.

Action Component: Equity

District Name: Fayette County

Component Managers: James Hardin, Joe Norman

School Name: Fayette Technical Centers

Date: 2007-2010

Priority Need	Goal (Addresses the Priority Need)
<p>TEDS enrollment data for the 2004-05, 2005-06, 2006-07 school years indicates unequal representation among minorities enrolled in Fayette County Technical Centers' program clusters. Further analysis of the TEDS data for the same three-year period reflects discrepancies in gender equity in all technical program clusters at the Fayette Technical Centers.</p>	<p>A. To increase non-traditional enrollment (race and gender) of students in Fayette Technical Centers program offerings in an effort to train and prepare students for entry-level employment in the workplace and/or post-secondary education.</p>

Causes and Contributing Factors	Objectives with Measures of Success
<p>A. Although all Fayette Technical Centers program offerings are open for enrollment to both male and female students of all ethnicities, typically both genders are more interested in participating in program offerings where traditional gender specific occupational training can be achieved.</p>	<p>A.1 During the 2007-08, 2008-09, 2009-10 school years, students and parents/guardians at all of the middle and high schools served will have an awareness of non-traditional employment opportunities for students at the Fayette Technical Centers.</p>

***Equity Component
And
Implementation & Impact Form
(2007-2010 School Years)***

Component Leaders: James Hardin and Joe Norman

Objective #A-1: During the 2007-08, 2008-09, 2009-10 school years, students and parents/guardians at all the middle and high schools served will have an awareness of non-traditional employment opportunities for students at the Fayette Technical Centers.

Activity	Measure	Responsible Person	Start/End Date	Cost	Fund Source	I, P, N	Progress Statement
A-1. Posters depicting non-traditional employment opportunities for students will be distributed at all the middle and high schools served by Fayette Technical Centers.	Implementation: This activity will be fully implemented when posters are distributed and displayed at all middle and high schools served by Fayette Technical Centers.	J. Grant M. Stevens	10-07/5/10	\$500	LOVC Funds	I	<i>The District Career and Technical Education Office was able to use Perkins Funding develop the “Brighter Futures Though Better Education” public relations packet. The administration agreed this was a more effective way to reach all stakeholders than purchasing posters. This packet describes program offerings at both Fayette Technical Centers. The colorful tri-fold publication includes pictures of students in non-traditional occupational roles.</i>
	Short-Term Measures of Success: Short-term success of this activity will be measured through increased enrollment of non-traditional students in Fayette Technical Centers program clusters for the 2007-08 school years.						
	Long-Term Measures of Success: Long-Term Measures of Success: : Long-term success of this activity will be measured through increased interest and enrollment of non-traditional students in Fayette Technical Centers program clusters for the 2009-10 school years.						

Objective #A-1: During the 2007-08, 2008-09, 2009-10 school years, students and parents/guardians at all the middle and high schools served will have an awareness of non-traditional employment opportunities for students at the Fayette Technical Centers.

Activity	Measure	Responsible Person	Start/End Date	Cost	Fund Source	I, P, N	Progress Statement
<p>A-2. Fayette Technical Centers program opportunities for all students in non-traditional programs will be promoted through outreach efforts at all of the middle and high schools served.</p>	<p>Implementation: This activity will be fully implemented when outreach efforts at all of the middle and high schools served by Fayette Technical Centers have been addressed during the specified time period.</p> <p>Short-Term Measures of Success: Short-term success of this activity will be measured through increased enrollment of non-traditional students in Fayette Technical Centers program clusters for the 2007-08 school years.</p> <p>Long-Term Measures of Success: Long-Term Measures of Success: Long-term success of this activity will be measured through increased interest and enrollment of non-traditional students in Fayette Technical Centers program clusters for the 2009-10 school years.</p>	<p>J. Grant M. Stevens J. Shook G. Robinson</p>	<p>9-07/5-10</p>	<p>N/A</p>	<p>N/A</p>	<p>P</p>	<p>(a)Presentation, recruitment and enrollment of 8th grade CTE Academy students</p> <p>(b)Information and recruitment presentation to Freshmen 101 Classes at PLD</p> <p>(c)Elective Classes Showcase at Scott County High School, Lafayette High School, Jessamine County High Schools</p> <p>(d)Information and recruitment presentation at PLD's Junior Parent Night</p> <p>(e)Participated in Career Fair at PLD</p> <p>(f)Information and recruitment presentation for Family Care juniors</p> <p>(g)Conducted information and recruitment tours for 6 high schools</p> <p>(h)Open House</p>

Objective #A-1: During the 2007-08, 2008-09, 2009-10 school years, students and parents/guardians at all the middle and high schools served will have an awareness of non-traditional employment opportunities for students at the Fayette Technical Centers.							
Activity	Measure	Responsible Person	Start/End Date	Cost	Fund Source	I, P, N	Progress Statement
A-3. The Fayette Technical Centers will host guest speakers representing non-traditional populations to talk with all students regarding employment opportunities in Fayette Technical Centers program clusters.	Implementation: This activity will be fully implemented when Fayette Technical Centers have hosted a minimum of one non-traditional guest speakers in each of the eight program clusters during the specified time.	J. Hardin J. Norman J. Grant M. Stevens All program Cluster Instructors	8-07/5-10	N/A	N/A	P	<i>Guest speakers representing non-traditional populations have talked with many students regarding employment opportunities in program clusters. The centers continue to seek speakers who themselves represent the non-traditional occupational roles,</i>
	Short-Term Measures of Success: Short-term success of this activity will be measured when Fayette Technical Centers have hosted a minimum of three non-traditional guest speakers.						
	Long-Term Measures of Success: Long-term success of this activity will be measured through increased interest and enrollment of non-traditional students in Fayette Technical Centers program clusters for the 2009-10 school years						

Objective #A-1: During the 2007-08, 2008-09, 2009-10 school years, students and parents/guardians at all the middle and high schools served will have an awareness of non-traditional employment opportunities for students at the Fayette Technical Centers.							
Activity	Measure	Responsible Person	Start/End Date	Cost	Fund Source	I, P, N	Progress Statement
A-4. The Fayette Technical Centers will publish recruiting materials in English and Spanish.	Implementation: This activity will be fully implemented when the materials have been printed and distributed to all feeder middle and high school guidance offices as well as interested parents and students during the specified time.	J. Grant M. Stevens IAKSS Support Personnel	10-07/5-10	N/A	N/A	P	<i>IAKSS is currently translating the Fayette County Technical Centers public relations brochure and the Fayette County Technical Centers Student Handbook into Spanish.</i>
	Short-Term Measures of Success: Short-term success of this activity will be measured in an increase of the 2008-09 school year enrollment statistics.						
	Long-Term Measures of Success: Long-Term Measures of Success: : Long-term success of this activity will be measured through increased interest and enrollment of students in Fayette Technical Centers program clusters for the 2009-10 school years.						

Objective #A-1: During the 2007-08, 2008-09, 2009-10 school years, students and parents/guardians at all the middle and high schools served will have an awareness of non-traditional employment opportunities for students at the Fayette Technical Centers.							
Activity	Measure	Responsible Person	Start/End Date	Cost	Fund Source	I, P, N	Progress Statement
A-5. Recruit and engage non-traditional populations as active members of the Fayette Technical Centers Advisory Committees.	Implementation: This activity will be fully implemented when the Fayette Technical Centers have documented, active non-traditional populations as active members of the Advisory Committees.	J. Hardin J. Norman All Program Cluster Instructors	8-07/5-10	N/A	N/A	P	<i>Each Advisory Committee continues to recruit non-traditional populations as active members of the Fayette Technical Centers Advisory Committees.</i>
	Short-Term Measures of Success: Short-term success of this activity will be measured when each Advisory Committee can document one active non-traditional member during the specified time.						
	Long-Term Measures of Success: Long-term success of this activity will be measured when each Advisory Committee can document two or more non-traditional members during the specified time.						

Action Component: Parental/Family Involvement

District Name: Fayette County

Component Managers: James Hardin, Joe Norman

School Name: Fayette Technical Centers

Date: 2007-2010

Priority Need	Goal (Addresses the Priority Need)
<p>Based on NCLB and expectations established by the FCPS Board of Education, parents and families of students enrolled in the Fayette Technical Centers should be more involved in the educational process facilitating and supporting student learning, activities and accomplishments.</p>	<p>A. Beginning August 2007 the Fayette Technical Centers administration, teachers, and staff will make a concentrated effort to develop more purposeful parent and family involvement in an effort to bring about and support students' success.</p>

Causes and Contributing Factors	Objectives with Measures of Success
<p>A. Parents and families need school-to-home communication and participation activities that are sensitive to family variances.</p>	<p>A-1. During the 2007-10 school years, Fayette Technical Centers will provide additional opportunities for parents/guardians and the general public to be more involved in the educational process of enrolled students.</p>

Parent/Family Involvement Component And Implementation & Impact Form

(2007-2010 School Years)

Component Leaders: James Hardin and Joe Norman

Objective #A-1: During the 2007-10 school years, Fayette Technical Centers will provide additional opportunities for parents/guardians and the general public to be more involved in the educational process of enrolled students.

Activity	Measure	Responsible Person	Start/End Date	Cost	Fund Source	I, P, N	Progress Statement
A-1: During each of the 2007-10 school years various programs at the Fayette Technical Centers will be highlighted on the school marquis citing students' accomplishments and achievements.	Implementation: This activity will be fully implemented when students' achievements and accomplishments have been highlighted on the Fayette Technical Centers marquis during the specified time.	J. Hardin	8-07/5-10	N/A	N/A	I	<i>The Fayette County Technical Centers highlights on the school marquis students' accomplishments on a regular basis. Additionally, this information is forwarded to the students' home school and Stu's News.</i>
	Short-Term Measures of Success: Short-term success of this activity will be measured through an increased amount of student information being highlighted weekly on the school marquis for parents, students, friends and members of the community to see during the 2007-08 school year.	J. Norman					
	Long-Term Measures of Success: Long-term success of this activity will be measured through the continued update of student information highlighted on the school marquis.	J. Blanton C. Dearing					

Objective #A-1: During the 2007-10 school years, Fayette Technical Centers will provide additional opportunities for parents/guardians and the general public to be more involved in the educational process of enrolled students.							
Activity	Measure	Responsible Person	Start/End Date	Cost	Fund Source	I, P, N	Progress Statement
<p>A-2: At least twice during each of the 2007-10 school years Fayette Technical Centers newsletters will be prepared for mass mailing to the parents/guardians of all students enrolled in Fayette Technical Centers programs presenting opportunities for parents/guardian participation in school related activities.</p>	<p>Implementation: This activity will be fully implemented when parents/guardians of all students enrolled in Fayette Technical Centers programs have received the newsletters keeping them informed of school news and activities during the specified time.</p>	<p>J. Hardin J. Norman M. Reed All Program Cluster Instructors</p>	<p>8-07/5-10</p>	<p>\$500</p>	<p>LOVC funds</p>	<p>I</p>	<p><i>The Fayette County Technical Centers develops, produces, and mails bi-annual newsletters.</i></p>
	<p>Short-Term Measures of Success: Short-term success of this activity will be measured by the actual number of documented positive parental interactions during the 2007-08 school year.</p>						
	<p>Long-Term Measures of Success: Long-term success of this activity will be measured by the continuation of the Fayette Technical Centers newsletters being prepared and ma</p>						

Objective #A-1: During the 2007-10 school years, Fayette Technical Centers will provide additional opportunities for parents/guardians and the general public to be more involved in the educational process of enrolled students.

Activity	Measure	Responsible Person	Start/End Date	Cost	Fund Source	I, P, N	Progress Statement
<p>A-3: By the first week of May 2008, 2009, 2010, written communication will be prepared inviting parents/guardians/family/friends to attend the annual student award and recognition program at the Fayette Technical Centers.</p>	<p>Implementation: This activity will be fully implemented when the written communication has been sent home in May 08, 09, and 10.</p>	<p>J. Hardin J. Norman J. Grant M. Stevens P. Boone</p>	<p>5-07/5-10</p>	<p>\$500</p>	<p>LOVC Funds</p>	<p>P</p>	<p><i>Each program cluster instructor will contact and invite parents/guardians to attend the annual awards program where their student(s) will be recognized.</i></p>
	<p>Short-Term Measures of Success: Short-term success of this activity will be measured by the increased number of parents/guardians/family/friends attending the annual student award and recognition program in 2008</p>	<p>All Program Cluster Instructors</p>					
	<p>Long-Term Measures of Success: Long-term success of this activity will be measured through the total number of guests attending the annual student award and recognition program during the specified period of time.</p>						

Objective #A-1: During the 2007-10 school years, Fayette Technical Centers will provide additional opportunities for parents/guardians and the general public to be more involved in the educational process of enrolled students.							
Activity	Measure	Responsible Person	Start/End Date	Cost	Fund Source	I, P, N	Progress Statement
<p>A-4: During the months of July 2007, 2008, 2009, Fayette Technical Centers administration and staff will prepare and mail letters home welcoming new students enrolled for the upcoming school year. New students and their parents/guardians will feel a connection to the Fayette Technical Centers before the school year begins.</p>	<p>Implementation: This activity will be fully implemented when letters have been prepared and mailed home during the specified time period.</p>	J. Hardin	6-07/6-10	N/A	N/A	P	<p><i>Automotive instructors are developing a letter to send to students who are enrolled in the automotive programs for the 08-09 school years. The letter will invite the students and parent/guardian to attend one of several scheduled information meetings to be held before school starts in August. IT programs are currently in discussion with the District to develop a plan to offer a summer camp to incoming 09-10 students.</i></p>
	<p>Short-Term Measures of Success: Short-term success of this activity will be measured by school climate in the fall of 2007.</p>	J. Norman					
	<p>Long-Term Measures of Success: Long-Term Measures of Success: Long-term success of this activity will be measured by a student survey conducted/evaluation at the end of each specified school year.</p>	J. Grant M. Stevens P. Boone R. Randall T. Wilson					

Objective #A-1: During the 2007-10 school years, Fayette Technical Centers will provide additional opportunities for parents/guardians and the general public to be more involved in the educational process of enrolled students.

Activity	Measure	Responsible Person	Start/End Date	Cost	Fund Source	I, P, N	Progress Statement
<p>A-5: During the months of September 2007, 2008, and 2009, Fayette Technical Centers will host open houses for the purpose of guests talking with administration, teachers, and staff; to tour the facilities; to gain first-hand knowledge of the centers; and to learn of volunteer opportunities.</p>	<p>Implementation: This activity will be fully implemented when Fayette Technical Center students and their parents/guardians have been invited by written communication to attend the open houses during the specified time period.</p>	<p>J. Hardin J. Norman J. Grant M. Stevens P. Boone R. Randall T. Wilson</p>	<p>8-07/8-10</p>	<p>\$500</p>	<p>LOVC Funds</p>	<p>I</p>	<p><i>Open Houses were held at the Fayette County Technical Centers in September 2007 and will be held in September 2008.</i></p>
	<p>Short-Term Measures of Success: Short-term success of this activity will be measured through the total number of documented attendees at the open houses in September 2007.</p>						
	<p>Long-Term Measures of Success: Long-Term Measures of Success: Long-term success of this activity will be measured by the number of guests attending the open houses in September 07 as compared to 08 and 09.</p>						

Action Component: Academic Performance

District Name: Fayette County

Component Managers: James Hardin, Joe Norman

School Name: Fayette County Technical Centers

Date: 2007-2010

Priority Need	Goal (Addresses the Priority Need)
<p>Based on the scores given by the State Assessment Team of the 21 Program Standards Assessment (as of 2007-08 school year, 17 Program Standards Assessment) for the 2006-07 and 2004-05 school years, Fayette County Technical Centers need to improve program average scores in Standard 2: Certificates and Standard 5: Contribution to CATS and (KOSSA) Skills Standards Assessment. Fayette Technical Centers need to increase the number of students earning KOSSA certification and improve overall KOSSA scores.</p>	<p>A. During the formal 17 Program Standards Assessment evaluations that will take place twice during the 2007-10 school years, the Fayette Technical Centers programs assessed will earn a 2.5 average or higher with concentrated efforts directed toward increasing scores earned in Standards 2 and 5.</p>
Causes and Contributing Factors	Objectives with Measures of Success
<p>A. Fayette Technical Centers program teachers lacked adequate collaboration between academic and technical areas which could have contributed to lower scores on Standards 2 and 5 of the 21 Program Standards Assessment.</p> <p>B. Inadequate teacher/program/student contributions to the 21 Program Standards Assessment and the KOSSA exist at the Fayette Technical Centers.</p>	<p>A-1. During the next formal 17 Program Standards Assessment, the Fayette Technical Centers will increase the scores earned on Standards 2 and 5 to 3.8 or higher.</p> <p>B-1. Building principals will evaluate required monthly documentation from the Fayette Technical Centers instructors that support the 17 Program Standards Assessment.</p>

Academic Performance Component And Implementation & Impact Form

(2007-2010 School Years)

Component Leaders: James Hardin and Joe Norman

Objective #A-1: During the next formal 17 Program Standards Assessment, the Fayette Technical Centers will increase the scores earned on Standards 2 and 5 to 3.8 or higher.

Activity	Measure	Responsible Person	Start/End Date	Cost	Fund Source	I, P, N	Progress Statement
<p>A-1: Fayette Technical Center program instructors and core academic teachers will collaboratively teach curriculum on a rotating schedule.</p>	<p>Implementation: This activity will be fully implemented when Fayette Technical Centers program instructors and core academic teachers are collaboratively teaching curriculum on a rotating schedule during the specified time.</p>	<p>J. Hardin J. Norman Program Cluster Teachers</p>	<p>8-07/5-10</p>	<p>N/A</p>	<p>N/A</p>	<p>P</p>	<p><i>Currently, collaborative teaching by program instructors and core academic teachers take place on a limited schedule. A comprehensive plan to include all program instructors in this process is being developed.</i></p>
	<p>Short-Term Measures of Success: Short-term success of this activity will be measured through improved 17 Program Standards Assessment scores for the 2008-09 school year and KOSSA scores for the 2007-08 school year.</p>	<p>And Core Academic Teachers</p>					
	<p>Long-Term Measures of Success: Long-term success of this activity will be measured through improved 17 Program Standards Assessment scores and KOSSA scores for the specified time period.</p>						

Objective #B-1: Building principals will evaluate required monthly documentation from the Fayette Technical Centers instructors that support the 17 Program Standards Assessment.							
Activity	Measure	Responsible Person	Start/End Date	Cost	Fund Source	I, P, N	Progress Statement
B-1: Require monthly submission of written documentation from the Fayette Technical Centers program instructors to the building principals supporting the 17 Program Standards Assessment for informal evaluation.	Implementation: This activity will be fully implemented when the Fayette Technical Centers instructors submit all required documentation that meets the standards criteria during the specified time period.	J. Hardin J. Norman All Program Cluster Instructors	8-07/5-10	N/A	N/A	P	<i>The Fayette County Technical Centers Program Instructors submit regular documentation to the principals supporting the 17 Program Standards Assessment.</i>
	Short-Term Measures of Success: Short-term success of this activity will be measured by an increase in the number of KOSSA certificates earned in 2007-08.						
	Long-Term Measures of Success: Long-Term Measures of Success: Long-term success of this activity will be measured by the increased scores earned on the 17 Program Standards Assessment and KOSSA certificates during the specified time period.						

**Planning Advisory Council Reporting Timeline
Equity Component**

Months	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Action Component Activity		A5	A2 (h) A3 A5	A3 A5	A2(g) A3 A5	A2(d) A2(g) A5	A1 A2(b) A2(c) A2 (e) A3 A5	A1 A2(b) A2(g) A3 A5	A2(c) A2 (f) A5	A2(g) A4 A5	A5	

**Planning Advisory Council Reporting Timeline
Parent/Family Component**

Months	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Action Component Activity			A1 A5	A1	A1	A1 A2	A1	A1	A1	A1	A1 A2 A3 A4	A4

**Planning Advisory Council Reporting Timeline
Academic Performance Component**

Months	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Action Component Activity			B1		B1		B1	B1	B1	B1		