



2021-2022 EDYTHE J. HAYES MIDDLE SCHOOL ADMINISTRATIVE STRUCTURE



DAVE HOSKINS (PRINCIPAL)				KRIS CHURCH (ASSOCIATE PRINCIPAL)				MATTHEW SHERRARD (ASSOCIATE PRINCIPAL)			
EVALUATIONS AND AREAS OF SUPERVISION (Cognia Indicators 1.6, 1.7)				EVALUATIONS AND AREAS OF SUPERVISION (Cognia Indicators 1.6, 1.7)				EVALUATIONS AND AREAS OF SUPERVISION (Cognia Indicators 1.6, 1.7)			
LANGUAGE ARTS Adams, Taylor Bayes, Susan Best, McKenna Finley, Amy Goforth, Alexis Hyde, Lauren- chair Koop, Ro Maggard, Kelly Snodgrass, Susan Woods, Emily	SCIENCE Bariley, Willie Bohannon, Jessica- chair Heaton, Tim Hutchinson, Suzanne King, Kathryn Livingood, Jon Morgan, Alexis Russell, Lana Shanks, Shelby Sizemore, Morgan	ADMINISTRATION ACC Cofe, Laura Ford, Alan Gardner, Timia Hall, Sammy Haneline, Emily Hayden, Jonna Moore, Jessica Sherrard, Matt VanHoose, Ashlee	FRONT OFFICE Ashcraft, Brett Bohannon, Jessica Bradley, Diane Cornett, Becki Kiser, Nikki Mack, Carla	MATH Anderson, Derrick Donahue, Jon Hall, LeAnn Hyde, Phil- co-chair Kidder, Jill Malley, Maddie Meece, Kelsey- co-chair Menke, Jessica Sherrard, Tim Powell, Emily	EXCEPTIONAL CHILDREN Fikert, Justina Asher, Jody Horton, Terrell Lakes, Leighann Cornett, Becki Kidder, Jill Logan, Morgan Marshall, Laura Quire, Amy Ransdell, Peyton Stacy, Tori Straub, Andrea- chair Thrash, Shea Wells, Tara Whitnell, Emily Wright, Mandy	MTSS Dean, Donald Foster, Teresa Litteral, Bonnie Pack, Jason Dove, Patrick	PARA EDUCATORS Bensberg, Elaine Coleman, Ramona Deaton, Dawn Graves, Mike Rucker, Jason Shearer, Kristi Smith, Dale Vacant	SOCIAL STUDIES Bishop, Blake Castillo, Brandon Deener, April Hollon, Colleen Kitchen, David- chair Logan, Abel Madison, Ashley Railey, Steve Randolph, Ashley White, Casey	VOCAL & INSTRUMENTAL Bowling, Kevin Francis, Sara Kite, April Levey, Emily Summers, Laura	ENGINEERING/TECH Hardin, Art Rister, Val Slone, Clabe	CUSTODIANS Alija, Eiez Alija, Fidan Chenault, Eddie Gunter, Johnny Henson, Ty
WORLD LANGUAGE Eisea, Megan Lofton, Jasmine	BIOMEDICAL SCIENCES Davis, Haley Hawkins, Amy Morgan, Miller	26 (52) walkthroughs per month	39 evaluations per year			27 (54) walkthroughs per month	39 evaluations per year			24 (48) walkthroughs per year	29 evaluations per year
COMMITTEES (Cognia Indicator 1.9)				COMMITTEES (Cognia Indicator 1.9)				COMMITTEES (Cognia Indicator 1.9)			
ACADEMY PREP/ILP Payne, Nick- chair Brack-Jones, Yolanda Davis, Haley Hawkins, Amy Levey, Emily Sizemore, Morgan Slone, Clabe Grigsby, Teresa	ALP VanHoose, Ashlee- chair Anderson, Derrick Bayes, Susan Deener, April Heaton, Tim Kidder, Jill Lofton, Jasmine	CSIP / WRITING Hall, Sammy- chair Gilmer, Laura Kitchen, David Morgan, Alexis Poindexter, Tim Straub, Andrea Wells, Tara	PROF. DEVELOPMENT Koop, Ro- co-chair Miller, Morgan- co-chair Bohannon, Jessica Brack-Jones, Yolanda- APP Gilmer, Laura- ECE Hall, LeAnn- math Lakes, Leighann Litteral, Bonnie- language arts Railey, Steve- social studies Straub, Andrea- ECE	KAGAN COACHING Bohannon, Jessica- chair Brack-Jones, Yolanda- APP Gilmer, Laura- ECE Hall, LeAnn- math Lakes, Leighann Litteral, Bonnie- language arts Railey, Steve- social studies Straub, Andrea- ECE	MTSS BEHAVIOR Moore, Jessica- chair Pack, Jason- co-chair Bariley, Willie- Tier 2 6th Hyde, Phil- Tier 2 8th Koop, Ro- Tier 2 8th Madison, Ashley- Tier 2 7th Quire, Amy Railey, Steve- Tier 2 7th	MTSS MATH Meece, Kelsey- chair Donahue, Jon- Tier 2 7th Dove, Patrick- Tier 2 all grades Fikert, Justina Logan, Morgan- Tier 3 Hall, LeAnn- 8th reteach Menke, Jessica- 6th reteach Powell, Emily- 7th reteach	MTSS READING Hyde, Lauren- chair Best, McKenna- Tier 2 6th Dean, Donald Litteral, Bonnie- Tier 3 Maggard, Kelly- Tier 2 8th Stacy, Tori Whitnell, Emily	CHARACTER ED / SEL Gardner, Timia- chair Bowling, Kevin Hutchinson, Suzanne Patel, Sonal Hardin, Art Hollon, Colleen King, Kathryn Snodgrass, Susan	FOUNDATIONS- STAFF Hayden, Jonna- chair Bishop, Blake Finley, Amy Kite, April Logan, Morgan Ransdell, Peyton Summers, Laura Castillo, Brandon	FOUNDATIONS- STUDENTS Ford, Alan- chair Adams, Taylor Thrash, Shea Goforth, Alexis Horton, Terrell Logan, Abel Russell, Lana Wright, Mandy	PUBLIC RELATIONS Mack, Carla- chair Eisea, Megan Francis, Sara Livingood, Jon Malley, Maddie Rister, Val Shanks, Shelby White, Casey
Classified member Shearer, Kristi	Classified member	Classified member	Classified member Bradley, Diane	Classified member	Classified member Graves, Mike	Classified member	Classified member Deaton, Dawn	Classified member Ashcraft, Brett Smith, Dale	Classified member Asher, Jody Bensberg, Elaine	Classified member Kiser, Nikki Rucker, Jason	Classified member Coleman, Ramona Cornett, Becki
Tasks/Charges Develop Panther Promise Project Develop plan for community partners Review current courses Make recommendations for changes Develop plan for ILP implementation Monitor ILP usage	Tasks/Charges Review monthly ALP student data Serve as probation committee Recommend changes to placement policy Review GT service plans Recommend GT/ALP programming Develop minority recruitment plan Develop plan for student removal	Tasks/Charges Use data to develop school goals Write progress notes for each goal Recommend changes to goals Develop strategies for goals Present progress to SBDM council	Tasks/Charges Plan monthly faculty meetings Work with admin on PD focus Coordinate with others on PD Develop PD plan Work with admin on equity focused PDs Culturally Responsive Teaching and Learning	Tasks/Charges Conduct Kagan walkthroughs Conduct coaching sessions with individual teachers Present monthly best practices	Tasks/Charges Review student data Determine student entrance/exit in tiers Recommend programming Recommend instructional changes Develop criteria for groups	Tasks/Charges Review student data Determine student entrance/exit in tiers Recommend programming Recommend instructional changes	Tasks/Charges Review student data Determine student entrance/exit in tiers Recommend programming Recommend instructional changes	Tasks/Charges Develop character ed lessons for bi-monthly implementation Review programs and presenters for possible assemblies Develop implementation plan for Mawi learning (SEL) Develop lessons focused on real world equity issues for class discussions	Tasks/Charges Develop and expand monthly staff rewards Plan after school events for staff Plan holiday celebration and end of year celebration Review Tier I behavior data Recommend Tier I program changes Develop celebrations for staff accomplishments Annual staff and parent foundations survey	Tasks/Charges Develop student incentives Work with community partners for rewards Plan pep rallies Review Tier I behavior data Recommend Tier I program changes Develop plan for Panther Store Annual student Foundations survey	Tasks/Charges Maintain social media accounts Maintain "good news" for staff meetings. SBDM, website Develop marketing tools for communication Develop Bainbridge and Buckhorn area engagement plans Work with PTSA for programming Develop topic specific videos for website (eOS, Parent Portal, etc...) Develop plan to increase teacher & staff attendance in PTSA
Cognia Indicators 2.5, 3.6	Cognia Indicators 1.3, 1.10, 3.5	Cognia Indicators 2.2, 2.8, 3.5	Cognia Indicators 1.1, 1.2, 1.8	Cognia Indicators 2.1, 2.7, 2.9, 2.10	Cognia Indicators 2.1, 2.7, 2.9, 2.10	Cognia Indicators 2.1, 2.4, 2.9, 2.10	Cognia Indicators 2.1, 3.1, 3.2	Cognia Indicators 2.3	Cognia Indicators 2.3	Cognia Indicators 2.12, 3.3, 3.4	Cognia Indicators
Other areas of supervision				Other areas of supervision				Other areas of supervision			
Budget and finance Diane Bradley	Technology Sammy Hall	SBDM Cognia: 1.4, 1.5, 3.8	6th grade discipline	Department chairs Cognia: 2.5, 2.6, 2.11, 3.7	Attendance Nikki Kiser (attendance)		7th grade discipline	Athletics	PTSA Carla Mack	Team leaders Cognia: 2.5, 2.6, 2.11, 3.7	8th grade discipline
Administration Focus Areas				Department Chair Focus Areas				Team Leader Focus Areas			
Address active supervision with staff- Sherrard Redesign peer mediation for Restorative Practices- Hayden & Mack On time grading and grade entry in IC- Hoskins, Church, & Sherrard Minorities in ALP- Hoskins Minority staff recruitment- Hoskins Badges, metal detectors- Sherrard & Ashcraft Morning news- Hoskins Focus on partnerships with tech schools to insure fidelity with our course offerings- Ford, Hoskins, Sherrard Improve feedback on walkthroughs- Church, Hoskins, Sherrard				On time grading and grade entry in IC Data analysis and PDSA Content specific PD Retrain teachers on eOS and Kagan structures- Pack, Kagan coaches Streamline leadership & pre-teaching class- VanHoose, Nail				On time grading and grade entry in IC Recommendation for students in groups (UK, Project Aware, Circles, Rock Circles, 3G) Student buy in on rewards Behavior with substitutes Team day restructuring eOS and hallpasses			