



2022-2023 EDYTHE J. HAYES MIDDLE SCHOOL ADMINISTRATIVE STRUCTURE



DAVE HOSKINS (PRINCIPAL)				KRIS CHURCH (ASSOCIATE PRINCIPAL)				MATTHEW SHERRARD (ASSOCIATE PRINCIPAL)			
EVALUATIONS AND SUBJECT AREA SUPERVISION				EVALUATIONS AND SUBJECT AREA SUPERVISION				EVALUATIONS AND SUBJECT AREA SUPERVISION			
LANGUAGE ARTS	SCIENCE	ADMINISTRATION	FRONT OFFICE	MATH	EXCEPTIONAL CHILDREN	MTSS	PARA EDUCATORS	SOCIAL STUDIES	VOCAL & INSTRUMENTAL	ENGINEERING/TECH	CUSTODIANS
Adams, Taylor Bayes, Susan Best, McKenna Crum, Katie Finley, Amy Goforth, Alexis Hyde, Lauren- chair Maggard, Kelly Snodgrass, Susan	Bartley, Willie Bohannon, Jessica- chair Heaton, Tim Hutchinson, Suzanne King, Kathryn Livingood, Jon Morgan, Alexis Russell, Lana Sizemore, Morgan	Church, Kris Cote, Laura Ford, Alan Gardner, Timia Hall, Sammy Hayden, Jonna Moore, Jessica Sherrard, Matt Straub, Andrea * VanHoose, Ashlee	Ashcraft, Brett * Asher, Jody Bradley, Diane Cornett, Becki Kiser, Nikki Mack, Carla	Ali, Fatin Anderson, Derrick Donahue, Jon Hall, LeAnn Hoback, Sarah Kidder, Jill- chair Malley, Maddie Menke, Jessica Powell, Emily Shanks, Shelby Wicker, Jessica	Fikert, Justina Gilmer, Laura Horton, Terrell Lakes, Leighann * Marshall, Laura Pinney, Alyssa Quire, Amy Ransdell, Peyton Thrash, Shea- chair Wells, Tara Wethington, Sheena Whitnell, Emily Wood, Monyka Wright, Mandy *	Foster, Teresa Litteral, Bonnie Pack, Jason	Bensberg, Elaine Coleman, Ramona Deaton, Dawn Rucker, Jason Shadd, Erica Shearer, Kristi Smith, Dale Williams, Sarah	Bishop, Blake Castillo, Brandon Deener, April Hollon, Colleen Kitchen, David- chair Logan, Abel Madison, Ashley Railey, Steve Randolph, Ashley	Bowling, Kevin Francis, Sara Kite, April Levey, Emily Summers, Laura	Hardin, Art Morgan, Joe Rister, Val	Alija, Elez Johnson, Jimmie Lee Chenault, Eddie Gunter, Johnny Henson, Ty
WORLD LANGUAGE	BIOMEDICAL SCIENCES						DHH INTERPRETERS	PROFESSIONAL SERVICES	VISUAL & CREATIVE		
Dean, Donald (ELL) Lofton, Jasmine Morera, Maria	Bischoff, William Hawkins, Amy Morgan, Miller						Meeks, Garnet Moore, Jan Stephens, Susan Yannelli, Lauren	Grigsby, Teresa Payne, Nick Nall, Kegan	Brack-Jones, Yolanda Dostart, Margaret Willoughby, Carl		
*. not evaluated	25 (50) walkthroughs per month		38 evaluations per year	*. not evaluated	25 (50) walkthroughs per month	39 evaluations per year			23 (46) walkthroughs per year		28 evaluations per year
COMMITTEES				COMMITTEES				COMMITTEES			
COGNIA ACCREDITATION	CSIP	DIVERSITY, EQUITY, INCLUSION	VISION & MISSION	COMMUNICATIONS/PR	KAGAN COACHES	ONBOARDING	PEER ACHIEVEMENT COACHING	ELEVATE	SEL IMPLEMENTATION	STAFF FOUNDATIONS	STUDENT FOUNDATIONS
Bowling, Kevin Heaton, Tim Kidder, Jill Maggard, Kelly- chair Marshall, Laura Quire, Amy Rister, Val	Hall, Sammy- chair Hardin, Art Hyde, Lauren Menke, Jessica Miller, Morgan Morgan, Alexis Wells, Tara	Anderson, Derrick Castillo, Brandon Livingood, Jon Moore, Jessica- chair Morera de Paz, Belen Powell, Emily Ransdell, Peyton	Bartley, Willie- chair Cote, Laura Donahue, Jon Hawkins, Amy Horton, Terrell Kitchen, David Snodgrass, Susan Summers, Laura	Ali, Fatin Crum, Katie Francis, Sara Mack, Carla- chair Madison, Ashley Wethington, Sheena	Bohannon, Jessica- chair Brack-Jones, Yolanda Hall, Leann Litteral, Bonnie Railey, Steve Thrash, Shea	Best, McKenna- chair Deener, April Gilmer, Laura Grigsby, Teresa Kite, April Malley, Maddie Sizemore, Morgan	Leadingham, Kegan Pack, Jason Straub, Andrea- chair VanHoose, Ashlee	Dean, Donald Finley, Amy King, Kathryn Levey, Emily Payne, Nick- chair Randolph, Ashley Whitnell, Emily Wicker, Jessica	Bayes, Susan Foster, Teresa Gardner, Timia- chair Goforth, Alexis Hollon, Colleen Lakes, Leighann Lofton, Jasmine Morgan, Joe	Bishop, Blake Dostart, Margaret Hayden, Jonna- chair Hutchinson, Suzanne Pinney, Alyssa Shanks, Shelby Willoughby, Carl Wright, Mandy	Adams, Taylor Bischoff, William Fikert, Justina Ford, Alan- chair Hoback, Sarah Logan, Abel Russell, Lana Wood, Monyka
<i>Classified member</i> Cornett, Becki (parent) Gault, Jessica (parent)	<i>Classified member</i>	<i>Classified member</i> Coleman, RaMona Graves, Mike	<i>Classified member</i> Rucker, Jason	<i>Classified member</i> Shadd, Erica Williams, Sarah	<i>Classified member</i>	<i>Classified member</i> Asher, Jody Stephens, Susan	<i>Classified member</i>	<i>Classified member</i> Bensberg, Elaine Shearer, Kristi	<i>Classified member</i> Meeks, Garnett Moore, Jan	<i>Classified member</i> Bradley, Diane Deaton, Dawn	<i>Classified member</i> Kiser, Nikki Smith, Dale
Tasks/Charges Align structures and activities with Cognia standards Identify areas for improvement based on Cognia standards Serve as liaison with Cognia during the review process Set up interviews and observations for Cognia review Present Cognia feedback to the staff at the conclusion of the review	Tasks/Charges Develop goals and objects based on KSA and MAP data Develop strategies and activities to meet objectives Collaborate with departments to collect data Progress monitor objectives Present quarterly to SBDM on progress monitoring	Tasks/Charges Plan activities around national observances (Women's History, Black History, etc...) Review discipline data for trends Research and present CRTL strategies to present at staff meetings Develop a plan to increase student enrollment in accelerated courses Work with admin to develop a plan to increase minority staff recruitment	Tasks/Charges Solicit feedback from teachers on mission statement, staff beliefs, and vision statements Solicit feedback from families on mission statement Solicit feedback from community on mission statement Recommend revisions based on feedback annually Present revisions to staff annually	Tasks/Charges Create, monitor, and manage social media accounts for the school Create "The Hayes Way" narrative for multiple platforms Create publications for programs and initiatives (handouts, brochures, etc.) Develop a student-led video or audio news program Solicit good news from staff for distribution	Tasks/Charges Conduct Kagan observations of assigned staff Provide feedback to assigned staff on Kagan implementation Present Kagan strategies at department meetings for staff implementation Present Kagan strategies at faculty meetings Work with admin to plan annual staff retreat	Tasks/Charges Develop the summer New Panther Orientation Plan quarterly activities for new hires Assign mentors to new hires Review expectations with mentors and new hires Conduct monthly temperature check survey with all new hires	Tasks/Charges Work with admin to select PAC coaches Develop a system for teachers to sign up for PAC Coordinate observations between teachers and PAC coaches Coordinate cycle meetings between teachers and PAC coaches Review survey data on implementation of the program	Tasks/Charges Develop a system for students to enter data into Elevate system Develop a system for all students to complete annual job inventory Determine artifacts for each class for approval Create a communication system to alert teachers on timelines, completion, etc. Monitor program implementation to report to SBDM	Tasks/Charges Develop pacing guide for Second Step implementation Research assembly opportunities for students related to character ed Administer the SEL survey Review SEL survey data for changes to SEL program Create summaries of SEL lessons for The Prowl newsletter	Tasks/Charges Develop monthly staff recognition program Plan after school events for staff Plan monthly morale programs for staff Develop community partnerships for student rewards Administer the annual Foundations survey to staff and parents	Tasks/Charges Review Tier 1 behavior data Plan student recognition and reward events Plan student growth celebration Develop community partnerships for student rewards Administer the annual Foundations survey to students
Monthly Data Review Evidence from Cognia standards	Monthly Data Review Progress monitoring	Monthly Data Review Minority discipline data	Monthly Data Review Feedback from stakeholders	Monthly Data Review Social media and website usage	Monthly Data Review Kagan implementation	Monthly Data Review Temperature check surveys	Monthly Data Review Feedback surveys	Monthly Data Review Elevate usage data	Monthly Data Review SEL staff and student survey data	Monthly Data Review Temperature check surveys	Monthly Data Review PBIS data
Cognia Indicators	Cognia Indicators	Cognia Indicators	Cognia Indicators	Cognia Indicators	Cognia Indicators	Cognia Indicators	Cognia Indicators	Cognia Indicators	Cognia Indicators	Cognia Indicators	Cognia Indicators
OTHER AREAS OF SUPERVISION				OTHER AREAS OF SUPERVISION				OTHER AREAS OF SUPERVISION			
Budget and finance	Technology	SBDM	6th grade discipline	Data analysis	Instructional leads	Communication	7th grade discipline	Athletics	PTSA	Team leaders	8th grade discipline