

**MULLEN HIGH SCHOOL
SCHOOL IMPROVEMENT PLAN
2006 - 2011**

OVERVIEW

School Improvement Plan Steering Committee

Greg Gotchey, Principal	Susan Knill, Development Director
Bob Carrejo, Assistant Principal	Tony Schenbeck, Athletic Director
Kurt Caulson, Board President (de facto)	Tim Schmeckpeper, Assistant Principal
Frank Cawley, Admissions Director	Terry Senier, Dean of Students
Sarah Edson, Activities Director	Chris Whitaker, Chief Financial Officer
Ric Fast, Maintenance Director	Skip Zickmund, Guidance Director

The School Improvement Plan Steering Committee is charged with:

1. overseeing the entire School Improvement Plan process
2. identifying the school-wide School Improvement Plan goals
3. authoring and publishing the School Improvement Plan Five-Year Report in 2011

**AdvancEd / North Central Sub-Committee
Assessing Student Learning**

Bob Carrejo, co-chair	Barb Figg	Dave Opsahl
Tim Schmeckpeper, co-chair	Joe Locascio	Frank Sferra
Porter Cutrell	Judy McCarty	Mary Wakumoto
Jean Dunn	Mike McGuire	Skip Zickmund

The AdvancEd / North Central Sub-Committee is charged with leading the school in measuring, evaluating, documenting, and monitoring both continuous performance and improvement interventions according to the following assessment rubric:

Standard 1: Vision and Purpose
Standard 2: Governance and Leadership
Standard 3: Teaching and Learning
Standard 4: Documenting and Using Results
Standard 5: Resources and Support Systems
Standard 6: Stakeholder Communication and Relationships
Standard 7: Commitment to Continuous Improvement

**Catholic Lasallian Assessment Process (CLASP) Sub-Committee
Assessing Lasallian Mission**

Janell Kloosterman, co-chair
Joe Schuchardt, co-chair
Committee members TBA (1 per Qualities and Criteria Area)*

The Catholic Lasallian Assessment Process Sub-Committee is charged with leading the school in measuring, evaluating, documenting, and monitoring both continuous performance and improvement interventions according to the following assessment rubric:

- Quality 1: Living their Catholic and Lasallian heritage
- Quality 2: Building safe, just, and joyful communities
- Quality 3: Providing a human and Christian education
- Quality 4: Committed to service of the poor
- Quality 5: Qualified, dedicated educators
- Quality 6: Working together and by association

*CLASP is a program that is coordinated by the New Orleans – Santa Fe Province of the De La Salle Christian Brothers. The inauguration of the process is pending, as is the start date for Mullen’s participation.

MAJOR FOCUS AREAS

AdvancEd/North Central Standard Areas

- Standard 1: Vision and Purpose
- Standard 2: Governance and Leadership
- Standard 3: Teaching and Learning
- Standard 4: Documenting and Using Results
- Standard 5: Resources and Support Systems
- Standard 6: Stakeholder Communication and Relationships
- Standard 7: Commitment to Continuous Improvement

CLASP Qualities and Criteria Areas

- Quality 1: Living their Catholic and Lasallian heritage
- Quality 2: Building safe, just, and joyful communities
- Quality 3: Providing a human and Christian education
- Quality 4: Committed to service of the poor
- Quality 5: Qualified, dedicated educators
- Quality 6: Working together and by association

MAJOR GOALS

Mullen has identified the following school-wide goals (all goals are to be achieved by 2011 unless otherwise indicated):

Academics (Standards: Teaching/Learning, Documenting and Using Results)

1. Improve all students’ SAT I scores by 6% and ACT scores 3%.
2. Develop common assessments in every department for all core subject courses.
3. Complete a full school academic curriculum review.
4. Each Academic Department is charged with:
 - a. Establishing a timetable for articulating scope and sequence for all core courses
 - b. Establishing a timetable for review and evaluation of elective course design and alignment to core curriculum
 - c. Completing final audit and approval process for Advanced Placement course(s)

- d. Establishing a timetable for identifying departmental core knowledge requirements
- e. Establishing a timetable for creating common departmental assessments for all core courses
- f. Establishing a timetable for developing an internal review plan for the department's curriculum.

Administrative (Standards: Governance/Leadership, Resource/Support Systems)

- 1. Establish a position for a school data manager.
- 2. Improve the school's internal communication matrix.
- 3. Complete further development of the school web site.

Admissions (Standards: Stakeholder Communication/Relationships)

- 1. Complete a market analysis of the metro-area.
- 2. Identify and implement a uniform "branded" school image.
- 3. Enhance our relationship with our feeder schools.

Athletics (Standards: Teaching/Learning, Documenting and Using Results)

- 1. Maintain number and percentage of students participating in athletics.
- 2. Increase Administration's active participation within Booster Clubs and maintain these Clubs as a financial supplement to the athletic programs.
- 3. Complete the following athletic facility improvements: new press box stairs, two artificial surface practice/game fields, one additional practice field, football stadium fence to enclose bleachers to control ticket sales, visitor locker room for football and basketball.
- 4. Improve Athletic Office technology: MMS efficiency for roster and eligibility check purposes, capability for weekly eligibility monitoring.

Community Life (Standards: Teaching/Learning, Documenting and Using Results)

- 1. Improve co-curricular program to ensure comprehensive student participation opportunities.
- 2. Improve monitoring of student club activity, contribution to campus life, and attention to student as well as larger community needs.
- 3. Maintain current student co-curricular participation numbers and percentages.
- 4. Improve co-curricular program's alignment with Lasallian mission and formation.

Development / Public Relations (Standard: Stakeholder Communication/ Relationships)

- 1. Establish with the Administration a unified school data base.
- 2. Establish a school-wide policy-procedure statement and communication matrix for internal fundraising project proposals.
- 3. Establish a school endowment program.

Lasallian Mission (Standard: Vision/Purpose)

- 1. Implement CLASP assessment when so directed by NO-SF Province.
- 2. Continue to develop school Lasallian formation program for all members of the school community.
- 3. Continue to facilitate participation by all faculty members in NO-SF and regional Lasallian formation experiences.

Facilities (Standard: Resource/Support Systems)

1. Implement a regular maintenance repair/replacement plan in 2008-09.
2. Improve consistency of regular proactive campus maintenance in 2008-09.

Staff Development (Standards: Teaching/Learning, Documenting/Using Results)

1. Implement in-service program to train faculty in essential North Central evaluation tasks.
2. Increase overall staff development program content and hours.
3. Implement accountability procedure for local application of Lasallian Formation Experiences by its Mullen participants.

Student Climate/Safety (Standards: Resource/Support Systems)

1. Improve parking lot control and security.
2. Provide increased campus security personnel training.
3. Implement school-wide civility and bully-proofing program.
4. Improve building-to-building communication.
5. Improve campus surveillance capability, including real-time surveillance.

Student Religious/Spiritual Formation (Teaching/Learning, Documenting/Using Results)

1. Expand Theology Curriculum to include more elective courses that offer more in-depth treatment of key areas of Catholic teaching and practice.
2. Expand student retreat program to include more scheduled retreat opportunities for students.
3. Introduce Service Learning Program to enhance students' community service experience.
4. Develop and implement Lasallian history and spirituality curriculum to be used in Theology classes.

2009 – 10 ACTION STEPS

The following Action Steps will be taken in 2009 - 10:

Academics (Standards: Teaching/Learning, Documenting and Using Results)

- Continue to analyze correlation between ACT/SAT results, student school performance data department, and department learning goals/course syllabi.
- Collate and review departmental common assessment results.
- Identify and articulate the school's "qualities of a Mullen graduate" profile.
- Conduct and complete school curriculum review.
- Conduct and complete Guidance Department needs assessment.

Administrative (Standards: Governance/Leadership, Resource/Support Systems)

- Implement new school data base system.
- Improve school internal communication through increased faculty meetings, student level meetings, and regular bi-weekly parent e-mail updates.
- Improve school external communication through bi-weekly parent informational e-mails, posting School Improvement Plan content on school website, and continued development of stakeholder Focus Groups.

Admissions (Standards: Stakeholder Communication/Relationships)

- Design and conduct market analysis of the Metro-area.
- Complete revision of school literature and marketing materials to employ best use of "Educating in the Holy Presence of God" Lasallian brand.

Athletics (Standards: Teaching/Learning, Documenting and Using Results)

- Prioritize and initiate budget studies for the following improvement projects: two artificial surface practice/game fields, one additional practice field, football stadium fence to enclose bleachers to control ticket sales, visitor locker room for football and basketball.
- Utilize new student data management system to organize and conduct athletic weekly eligibility check purposes

Community Life (Standards: Teaching/Learning, Documenting and Using Results)

- Design and implement student input process/instruments to provide input on the comprehensiveness and effectiveness of all Community Life programs.
- Establish and implement standards and process for monitoring and assessing student organization/activity alignment with Lasallian mission and formation, including contributions to campus life as well as attentiveness to larger community needs.

Development/Public Relations (Standard: Stakeholder Communication/Relationships)

- Conduct and complete department reorganization
- Revise and prioritize school development needs and planning

Lasallian Mission (Standard: Vision/Purpose)

- Continue to prepare for CLASP evaluation.
- Design and implement Lasallian Parent Formation Program.
- Design and implement accountability review process for application of Lasallian formation experiences by Faculty participants.

Facilities (Standard: Resource/Support Systems)

- Implement a regular maintenance repair/replacement plan.
- Improve consistency of regular proactive campus maintenance.

Staff Development (Standards: Teaching/ Learning, Documenting and Using Results)

- Implement revised Professional Development Program.
- Implement revised New Teacher Induction Program.
- Implement revised Professional Review Process.
- Design and implement Student Evaluation of Teachers/Courses instrument.

Student Climate/Safety (Standards: Resource/Support Systems)

- Review and update Crisis Management Plan.
- Review and update school emergency evacuation procedures and drill schedule.
- Assess student drug abuse survey data and identify response strategies and programs.

Student Religious/Spiritual Formation (Teaching/Learning, Documenting and Using Results)

- Revise Theology Department curriculum re: Bishops Conference suggested curriculum.
- Expand student retreat program to include sophomore and parent components.