

**NORTH TONAWANDA HIGH SCHOOL
School-Based Plans
2007-2008**

DISTRICT FOCUS AREA: Learning and Achievement (Business Department)

GOAL # Increase the number of articulation agreements with area colleges

Passing rate on PC Skills will be 90 percent or higher

Increase the number of students taking MOS exams for college credit

OBJECTIVES/ OUTCOMES	ACTION PLANS/STRATEGIES	TIME/PERSON RESPONSIBLE	HOW ACTIONS WILL BE MONITORED, EVALUATED	PROFESSIONAL DEVELOPMENT
<p>1a. Critical thinking: provide students with higher level problem solving & thinking skills</p> <p>1</p> <p>bWriting: provide students with opportunities to create original documents</p>	<p>Increase the number articulation agreements with area colleges for business courses which will incorporate daily course work based on higher levels of problem solving and texts with work based activities</p> <p>Barb Sattelberg is working with NU and NCCC for articulation agreements in Hospitality</p> <p>Increase the number of students taking MOS exam to 40</p> <p>The number of students taking the MOS exam decreased to six due to the cost which must be paid by parents.(\$65 per student)</p> <p>Inclusion teacher and aid for students with special needs</p> <p>Inclusion will be restructured; an aid for the exam was provided and proved to be very helpful</p>	<p>all department members throughout the year 2007-8</p> <p>January 2007/guidance & L.Widman</p> <p>special ed to coordinate with business schedule January 2008</p>	<p>signed agreements by superintendent</p> <p>scheduling by guidance</p> <p>90 percent passing rate for PC Skills monitored by special ed. Department as well as Business</p>	<p>time to visit colleges and coordinate curriculums</p> <p>training on new resources and software</p> <p>inclusion training provided by administration and special ed. Department</p>

<p>Ic Reading: provide students with opportunities to gain knowledge through increased vocabulary and exposure to work based documents</p>	<p>updated texts, software and equipment</p> <p>Accounting software has been installed and all students are being taught on line</p> <p>AOF students are taking the course and tests on line for the Vita CTE tax program</p> <p>QuickBook software ordered for AOF students to increase internship opportunities for the summer</p> <p>New PC Texts will be ordered</p>	<p>department & technology coordinators, teachers, administrators</p>	<p>course alignment with college curriculums and work sites; purchase orders</p>	<p>technology committee to discuss funding and updated materials</p>
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**NORTH TONAWANDA HIGH SCHOOL
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DISTRICT FOCUS AREA: Culture and Climate (Business Department)

**GOAL # To prepare students for continued success in work and school
To keep the curriculum and equipment up to date**

OBJECTIVES/ OUTCOMES	ACTION PLANS/STRATEGIES	TIME/PERSON RESPONSIBLE	HOW ACTIONS WILL BE MONITORED, EVALUATED	PROFESSIONAL DEVELOPMENT
<p>2a. Course Offerings: To continue to prepare students for success in school and work.</p>	<p>All students will be scheduled for introductory business classes that emphasize life skills and increase student success such as Career and Financial Management, Keyboarding and Computer Skills</p> <p>Ninth graders will be promoted in PC Skills so they have the skills to be successful in their academic course work throughout high school and beyond</p> <p>Spoke with J. Fisher concerning need for more PC sections to accommodate ninth graders—at this time most PC classes are half seniors. Increased sections depends on FTE reallocation.</p> <p>Student based Web Site to inform and enhance students awareness of school environment</p> <p>“Free” web site in use (nthsstudentnews.pbwiki.com) but security is an issue</p>	<p>guidance June 2008</p> <p>guidance/ coordinator/administration June 2008</p> <p>M. Iodice/ Administration</p>	<p>each child will be scheduled in a business class</p> <p>All ninth graders will be promoted for PC Skills</p> <p>Web Site will be published by students and monitored in Web Design class</p>	<p>work with counselors on placement</p> <p>train new teachers, work with counselors on scheduling and placement</p> <p>teacher training / workshops to increase input</p>

<p>2b Academic support: to continue to match student needs with appropriate offerings and services</p>	<p>Business First subscription to offer current insight into the area job market and needs of the community</p> <p>Subscription provided by Aurora Publishing Group at no charge to NT</p> <p>Increase in the number of academies to provide small learning communities for students who function in the small learning environment with a focus</p> <p>Promoting Academy of Hospitality at MS Career Awareness Day and Ninth Grade Orientation</p> <p>Graduating students will have a ceremony to receive diplomas and a cord to wear at the class graduation</p>	<p>coordinator/administration</p> <p>directors/guidance/administration</p> <p>NAF director</p>	<p>student set used in various projects in business classes</p> <p>implementation of academies</p> <p>dinner for grads, admin, advisory board, and families</p>	<p>attend NFIEC training</p> <p>teachers, counselors, administration to attend NAF summits funded by district</p> <p>attend W. Seneca's</p>
<p>2c. Technology literacy: instructional technology to improve student achievement and communication</p>	<p>Order new texts for computer classes to reflect the software installed in labs</p> <p>In spring</p> <p>LCD ceiling mounts to align material with screens and prevent theft</p> <p>Department/building server to enable students to work on projects throughout the building</p> <p>Web site to publish school activities and increase character building</p> <p>Public website in use</p>	<p>coordinator/administration</p> <p>maintenance/technology coordinator</p> <p>technology coordinator/administration</p> <p>M. Iodice/administration</p>	<p>books received by June 2008</p> <p>ceiling mounts installed</p> <p>technology coordinator to assign passwords/student work accessed throughout building</p> <p>published website</p>	<p>teacher's attend workshops and receive curriculum writing money to update maps over the summer</p> <p>maintenance request</p> <p>teacher training with technology</p> <p>announcement at faculty meeting</p>

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DISTRICT FOCUS AREA: Culture and Climate (Business Department)
GOAL # Increase parent and community partnerships
Maintain safe and well maintained classrooms to promote student well being and increased learning environments
Create an atmosphere of support and encouragement for new programs to promote student success.

OBJECTIVES/ OUTCOMES	ACTION PLANS/STRATEGIES	TIME/PERSON RESPONSIBLE	HOW ACTIONS WILL BE MONITORED, EVALUATED	PROFESSIONAL DEVELOPMENT
<p>3a Learning Community: Support and encourage students district wide by attending and recognizing accomplishments</p>	<p>representation and financial support from administration to attend advisory board meetings, dinners and competitions</p> <p>Superintendent, principal and three board members attended Academy of Finance installation dinner and DECA dinner. They will continue to be invited to activities throughout the year.</p>	<p>administration/advisors</p>	<p>attendance at various functions; funding for fees, supplies, competition materials, transportation, and various expenses</p>	<p>time and funds made easily available</p>
<p>3b Home and community partnership: continuous relationship building activities to foster a seamless student experience between community and school</p>	<p>increase the number of active members on the Advisory Boards for the academies</p> <p>Additional Key Bank member joined advisory board. Invited M & T but did not show at last meeting. One KeyBank grant still pending and paperwork for Citi grant being submitted. To date there are only 4 paid internship commitments and 18 are needed by the summer.</p>	<p>directors</p>	<p>increased members and their level of support for internships, scholarships, and curriculum material</p>	<p>NAF workshops for advisory board members</p>

	<p>increased mentors for CEIP-</p> <p>Erin Hagner and Steve Blask are attending Buffalo State College for CTE Certification.</p> <p>Added eleven new placements this year.</p>	contact area businesses	L. Sorto	CTE 550/555 training for career internship certification; regional meetings, tech prep meetings, NFIEC courses, community activities such as TNT week
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**NORTH TONAWANDA HIGH SCHOOL
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DISTRICT FOCUS AREA: Transitions (Business Department)
GOAL # Add middle school courses to help students transition to high school courses
Add articulation agreements for transition to college
Increase teacher training for community needs and events
Increase community involvement for students

OBJECTIVES/ OUTCOMES	ACTION PLANS/STRATEGIES	TIME/PERSON RESPONSIBLE	HOW ACTIONS WILL BE MONITORED, EVALUATED	PROFESSIONAL DEVELOPMENT
4a. Student Support: Increase courses and activities that will lead to a seamless transition to college or the workplace	Add a keyboarding class to the middle school schedule which will introduce the skills needed to successfully complete PC Skills	guidance	scheduling and grades by middle school	training for teacher
	J. Fisher will confer with MS principal as to scheduling availability.			
	Mandatory Career and Financial class for freshmen to incorporate life skills	administration/guidance	students will be scheduled into class in ninth grade	curriculum planning for new teacher
	State standards require financial literacy education for all students.			
	Inclusion in skill based courses and aids for final exams	special ed coordinator	increased passing rate for students with special needs	inclusion training
An aid was provided in January for exam week.				
Articulation agreements with colleges to encourage students to continue their education when they know they can be successful	coordinator/college liasons/administration		signed articulation agreements	

<p>4b. Staff Support: Opportunities for staff to become part of the school community and continuously update curriculum and equipment</p>	<p>58 percent of Sports Marketing students received college credit</p> <p>More community activities for Academy students such as VitaE, school bank, and Chamber of Commerce activities</p> <p>Lori Widman and Loray Sorto attended Vita CTE training and will go to Lancaster Feb. 9 to observe Free Tax Program. N. Tonawanda is scheduled for two days—March 1 and March 29.</p> <p>Increased field trips to colleges and workplaces</p> <p>AOF students have attended field trips to Ivoclar, FBI, Gullo's, UB, M & T Bank</p> <p>Maximum number of internships for all students who want them.</p> <p>28 students provided internships this year</p> <p>More teachers to attend NFIEC courses</p> <p>Loray Sorto attended non-profit class in fall and small business in spring</p>	<p>NAF director/ administration</p> <p>administration/teachers</p> <p>CEIP coordinator/administration/guidance-</p> <p>teachers</p>	<p>activities are scheduled</p> <p>field trips</p> <p>increased internships</p> <p>teacher attendance in classes</p>	<p>training for VitaE and bank</p> <p>time to set up</p> <p>CTE 550 & 555</p> <p>NFIEC classes</p>
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<p>4c. Leadership: To encourage and support staff to experiment with new programs and material with funds and equipment</p>	<p>More teachers to attend workshops for NAF and professional organizations</p> <p>Barb Sattelberg attends LCTV workshops for video production</p> <p>Fund more field trips, teacher activities and community events such as dinners and lighter refreshments</p> <p>continue to send invitations to all events to district administration</p>	<p>teachers</p> <p>administration</p> <p>teachers/advisors/directors</p>	<p>more teachers funded to NAF conferences</p> <p>increase in field trips and community events</p> <p>increased attendance at events</p>	<p>NAF summits</p> <p>faculty meeting</p>
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