

Martin County ATC CSIP 2016-2018- Revised

Martin County Area Technology Center
Kentucky Tech

Ms. Martha Williams, Principal
7900 Highway 645
Inez, KY 41224-8792

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Overview

Plan Name

Martin County ATC CSIP 2016-2018-Revised

Plan Description

Revised September 20, 2016

Goals Summary

The following is a summary of the goals encompassed in this plan. The details for each goal are available in the next section.

#	Goal Name	Goal Details	Goal Type	Total Funding
1	Increase the percentage of preparatory seniors who achieve college and/or career readiness	Objectives: 1 Strategies: 4 Activities: 20	Organizational	\$2387
2	Increase percentage of seniors who achieve preparatory status in CTE programs	Objectives: 1 Strategies: 2 Activities: 9	Organizational	\$2000
3	Increase or maintain secondary placement percentage for Perkins (5S1) in Carpentry and Business from 75% and 50% to 90%	Objectives: 1 Strategies: 5 Activities: 12	Organizational	\$3128

Goal 1: Increase the percentage of preparatory seniors who achieve college and/or career readiness

Measurable Objective 1:

collaborate to Increase the percentage of preparatory seniors that are college and/or career ready from 88.9% to 92.9% by 05/31/2018 as measured by School Report Card (SRC).

Strategy 1:

Strategy 1 - Communication - Communicate to all stakeholders the vision and mission for the ATC and Martin County Schools, The vision for Martin County Schools is as follows: "Through the efforts of ALL, every student will be college and career ready, inspired to achieve their lifelong dreams." The mission of Career and Technical Education is to "assist schools in providing students with skills necessary for a successful transition to postsecondary education or work and a desire for life-long learning in a global society." Having buy-in from students and parents is vital before this can be accomplished.

Category: Stakeholder Engagement

Activity - Stakeholder Communication	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Collaborating with SCHS Family Resource Center, during parent/teacher conferences, back to school bash, freshman orientation, SCHS stakeholder's meetings, advisory committee and steering committee meetings, share school and district's vision, mission, career pathway flyer that received a KDE best practice, ILP passwords, IC passwords, CCR model, etc. with parents, guardians, business & industry and any other stakeholders.	Parent Involvement, Recruitment and Retention, Community Engagement	08/01/2016	05/31/2018	\$0	No Funding Required	Principal, teachers and Family Resource staff

Activity - Parental Letters & Brochures	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
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Prior to testing window, mail letters and WorkKeys brochures to all senior parents. Explain to them the value of the NCRC in regard to being Work Ready. As Martin County is a Work Ready Community in Progress, multiple Martin County businesses offer preference to students that possess a NCRC. Also, explain the role of NCRC in career readiness. Request that parents encourage their child to review for and perform to the best of their ability on this assessment.	Parent Involvement	01/02/2017	01/02/2018	\$67	Title I Schoolwide	Principal and Administrative Secretary
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Activity - Advisor/Advisee Parental Contacts	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Using the following talking points, every advisor will contact the parents/guardians of their advisees and use the following talking points: Explain the academic advisor concept, let them know that you are calling to establish and maintain an open line of communication, share mission and vision of the school, provide contact information (e-mail, school phone number, etc.), share something positive about their child, address any concerns they may have, discuss career pathways and college and career readiness, provide them ILP parent log-in information and answer any questions they may have. This information will be documented in a log and shared with the high school's Director of School Culture.	Parent Involvement	11/01/2016	11/01/2018	\$0	No Funding Required	Everyone with an advisor/advisee group, principals and teachers.

Activity - Recognize and Celebrate Success	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
While we do a good job helping students achieve college and career readiness, we need more celebratory/recognition events to motivate students to work toward CCR. Collaborate with SCHS's Family Resource Center for community engagement to help coordinate and fund these rewards.	Recruitment and Retention, Other	11/01/2016	05/31/2018	\$0	Other	SCHS Family Resource Center and all CTE staff.

Activity - Partner with Big Sandy Community & Technical College	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Schedule with BSCTC representative to visit at least four times per semester to meet with students in order to review career pathways, complete applications for admission. complete FAFSA, apply for scholarships, schedule campus visits, etc.	Career Preparation/Orientation, Community Engagement	09/05/2016	04/30/2018	\$0	No Funding Required	Principal

Strategy 2:

Strategy 2 - Quality Instruction - Course Assessment Alignment-Quality instruction will be provided that embeds KOSSA and common core standards that students need to know in order to be successful.

Category: Career Readiness Pathways

Activity - Targeted Intervention-Resonse to Interventon-Red Zone	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
During the 25 minute RTI "Red Zone" period, instruction is focused on preparing students for ACT, KOSSA and WorkKeys assessment. Method Test Prep (ACT Prep) was purchased through Career Cruising for all high school students. It is embedded within the student's ILP. It is being utilized during first semester Red Zone for ACT prep.	Tutoring, Direct Instruction	08/15/2016	05/31/2018	\$1100	District Funding	Teachers

Activity - Embedded WorkKeys/KOSSA type questions	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
WorkKeys/KOSSA type questions shall be embedded into regular formative and summative assessments.	Direct Instruction	08/15/2016	05/31/2018	\$0	No Funding Required	Teachers with administrative oversight

Activity - CCR Focused Bell Work	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
All teachers will provide questions similar to those on KOSSA and WorkKeys for daily bell work.	Direct Instruction	08/15/2016	05/31/2018	\$0	No Funding Required	Teachers with administrative oversight

Activity - Utilize Common Core & KOSSA Standards	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
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Utilize common core standards and KOSSA standards in lesson plans and curriculum maps. Post KOSSA standards in a visible area in classrooms. Check off and discuss with students as they are completed.	Direct Instruction	08/07/2014	05/30/2016	\$0	No Funding Required	Principal and teachers
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Activity - Dual-Credit	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Increase opportunities for dual and articulated credit through CTE programs (i.e., Murray State, Racer Academy, Early College Program through Morehead State University)	Career Preparation/Orientation	08/15/2016	05/31/2018	\$150	District Funding	Funding is cost per student for Racer Academy. Teacher offering dual and articulated credit.

Activity - Intense Focus on Soft Skill Development	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Teachers and administrators in collaboration with advisory committees, steering committee, Big Sandy Community Action Program, 4-H County Extension, and other business and industry representatives will provide students with employability skills such as Ethics Sense, writing cover letters and developing resumes, interviewing for jobs and exploring not only how to obtain a job but to develop traits in order to be a valued employee.	Career Preparation/Orientation, Community Engagement	11/01/2016	02/28/2018	\$0	No Funding Required	Teachers and administrator

Strategy 3:

Strategy 3 - Growing Professionally - Professional development and professional learning on enhancing CCR measures - Teachers and principal will continue to seek strategies and best practices for increasing CCR.

Category: Professional Learning & Support

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Activity - Professional Learning	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Teachers and principal will participate in district PL focused on college and career readiness. Also principal will research strategies and best practices from other schools to share with teachers as part of their school group. Every program teacher will have a copy of the CCR spreadsheet in order to monitor progress of their individual students. "Name them and Claim them."	Professional Learning	08/01/2016	05/31/2018	\$0	No Funding Required	Administrator and teachers

Activity - Book Study	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
CTE teachers and administrator will complete a book study on Stephen & Sean Covey's book "The Leader in Me" during PLC's.	Professional Learning	09/05/2016	05/31/2017	\$70	Perkins	Principal & teachers

Activity - Val-ED Recommendations for Special Needs	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Utilizing recommended leadership behaviors for possible improvement from the ValED survey, assist teachers in developing a rigorous curriculum for students with special needs. Plan curriculum to maximize student opportunity to learn essential knowledge and skills. Plan opportunities for teachers to improve differentiation of their instruction for special needs students through professional development..	Professional Learning, Direct Instruction, Academic Support Program	08/01/2016	05/31/2018	\$1000	Perkins	Principal with collaboration from Special Education Counselor

Activity - Professional Learning Communities	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
The principal and all CTE teachers will meet regularly before students arrive in the morning, 7:30-8:00 to discuss material on book study, review and analyze data, discuss best practices, monitor progress of 30-60-90 day plan, review progress on PGES goals and other topics as needed.	Professional Learning	08/22/2016	05/31/2018	\$0	No Funding Required	Principal & CTE teachers

Strategy 4:

Strategy 4 - Monitoring Data - Data Driven Decision Making - The principal will lead the Data Driven Decision making group as a member of the Sheldon Clark High School Leadership

Team. She will develop, update and communicate the 30-60-90 day Big Rock Plan to all stakeholders.

Category: Career Readiness Pathways

Category: Continuous Improvement

Activity - Advisor/Advisee Groups	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Principal and teachers serve as part of advisor/advisee program. They will have the same group of students from freshman-senior year. They will meet on scheduled days during the Red Zone (RTI) period. Varying activities including reviewing and reflecting on progress reports, nine week grades, MAP, ACT, EOC scores will be topics of discussion. After reviewing benchmarks and student scores, advisor will assist students in setting realistic goals for improvement and/or meeting benchmarks.	Career Preparation/Orientation, Academic Support Program	09/05/2016	05/31/2018	\$0	No Funding Required	Principal and Teachers

Activity - Data Driven Decision Making 30-60-90	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
The principal will serve as the lead for the Data Driven Decision Making team. She will maintain and update the 30-60-90 day plan collaborating with other team members. The plan will consist of the data to be analyzed, person on point and any specific instructions. Activities just begun will be in red, those in progress will be yellow and when completed marked as green. She will update the plan and distribute to all stakeholders each time the leadership team meets.	Academic Support Program	09/05/2016	04/30/2018	\$0	No Funding Required	ATC Principal

Activity - CCR Database and Goal Setting-"Name Them & Claim Them"	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Every teacher receives a CCR database at the beginning of the year. The database consists of all seniors and CCR benchmarks. They are sorted according to program. Teachers are to utilize CCR model with benchmarks listed and meet individually with students. They are to review student's current status and assist them in setting realistic goals in order to be college and/or career ready by graduation.	Tutoring, Direct Instruction, Academic Support Program	09/05/2016	05/31/2018	\$0	No Funding Required	Principal and Teachers

Activity - Targeted Technical Assistance Visit	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Based on 2014-2015 CCR data, our electricity program will receive a TTA visit to provide support in increasing percentage of students reaching preparatory status and career ready benchmarks.	Academic Support Program	10/18/2016	10/18/2016	\$0	No Funding Required	Electricity teacher, principal and program consultant

Activity - Continuous Improvement Visit (CIV)	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Wayne King will conduct a Continuous Improvement Visit (CIV) to review data from TEDS, teacher/principal surveys, SRC, etc. to enhance the effectiveness of the CSIP and PIP's.	Academic Support Program	11/03/2017	11/03/2017	\$0	No Funding Required	Wayne King, teachers and principal

Goal 2: Increase percentage of seniors who achieve preparatory status in CTE programs

Measurable Objective 1:

collaborate to increase the percentage of graduating seniors who achieve preparatory status and are following a CTE program of studies from 47% to 60% by 05/31/2018 as measured by TED's.

Status	Progress Notes	Created On	Created By
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Not Met	In order for this objective to be more attainable, we need to reduce the percentage from 70% by 6/30/2016 to 50%. Over the last three years, there has been a steady decrease in student enrollment at our feeder high school. There has also been an additional JROTC instructor added, an aeronautics program added as well as a new IT program added at the ATC. With the current focus being on Novice Reduction to close the gap, every freshmen not meeting Explore benchmarks was enrolled in Math 180 and Read 180. Due to these multiple factors, our enrollment has decreased. I have two programs that are not yet meeting the >12.5 STR. Checking other rosters revealed that JROTC has 67 freshmen enrolled in JROTC I. This has had a significant on my auto, carpentry and electricity programs. As of 8/27/15, we have only 60 preparatory seniors for 44% of the senior class. With JROTC and culinary there is a total of 92 out of 137 seniors preparatory for a total of 67% in both schools. The 75% for my school alone is not a realistic expectation. Thus, I am reducing it to 50%.	August 27, 2015	Mrs. Martha Ann Williams
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Strategy 1:

Strategy 1 - Career Pathways - Students will be encouraged to declare a career pathway upon registering for high school at the end of their eighth grade year.

Category: Career Readiness Pathways

Research Cited: Students enrolled in CTE courses show a higher level of success than students that are not.

Activity - Focus on Program of Studies	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Through collaborative efforts with the guidance office, ascertain students are placed on a career pathway early in high school and the progression of courses are such that they qualify for career readiness and an industry certificate. ATC principal will review transcripts of all students to verify they are in courses within their POS. Seniors that are not enrolled in the courses needed to complete a pathway, will be advised to do so in order to be eligible to be career ready.	Career Preparation/Orientation	08/15/2016	09/04/2018	\$1000	Title I School Improvement (ISI)	ATC principal and guidance office

Activity - Serve as District ILP Coordinator	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Move ILP use beyond compliance. Promote student and parent buy-in until students are utilizing the ILP outside of required school access. All career pathways are uploaded on the home page of the high school's ILP's. Offer PL sessions during high school PLC's to distribute ILP passwords, train teachers on use of ILP and Method Test Prep.	Career Preparation/Orientation	09/06/2016	03/30/2018	\$0	No Funding Required	ATC Principal

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Activity - Operation Preparation	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Principal and all CTE teachers will participate in Operation Preparation for 8th and 10th grade students as requested by District Operation Preparation Coordinator.	Career Preparation/Orientation, Recruitment and Retention	03/06/2017	03/30/2018	\$0	No Funding Required	Principal and teachers.

Activity - Career Fairs & School Tours	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
CTE teachers will participate in local career fairs, promoting CTE programs. Also eighth grade tours will be conducted prior to middle school students registering for ninth grade.	Career Preparation/Orientation	04/03/2017	04/03/2018	\$0	No Funding Required	Principal and teachers.

Activity - Career Choice Class for Eighth Grade	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
A career choice course will be offered to eighth grade students for auto tech, carpentry and electricity. They will spend a semester in one program and rotate in the second program of choice second semester. Funding for busing the students back and forth from the middle school to the ATC will be assumed by the district.	Career Preparation/Orientation	08/10/2016	05/31/2018	\$0	District Funding	Principal and trade & technical teachers

Strategy 2:
 Strategy 2 - Career Pathway Descriptions - Utilizing the Career Pathway flyer which receive a KDE "best practice" last year, advise all registering students of program of studies, jobs they will be eligible for, job description and salary range.
 Category: Career Readiness Pathways

Activity - Career Advising	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
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When meeting with students to discuss classes, scheduling, careers, utilize Career Pathway Description document to help student be aware of progression of classes through POS and be familiar with jobs they can obtain following completion of these pathways.	Career Preparation/Orientation	04/04/2016	04/02/2018	\$0	No Funding Required	Principal, guidance counselor, teachers and anyone doing student advising.
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Activity - Bulletin Boards	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Display bulletin boards in classrooms that list classes in each program of studies and post career pathway depicting academic, CTE and postsecondary progression of courses.	Career Preparation/Orientation	08/08/2016	05/31/2018	\$0	No Funding Required	Teachers

Activity - SBDM Policy on CTE	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Meet with feeder high school SBDM to encourage them to require all students to follow a career pathway or at least enroll in a CTE course some time during their high school years.	Recruitment and Retention, Policy and Process	06/27/2016	06/26/2017	\$0	No Funding Required	ATC Principal with collaboration from high school principal

Activity - Project-Based Learning	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
The ATC principal along with two teachers will attend training to implement project-based learning for 2016-2017. In 2017-2018, these two teachers and principal will work with the remaining CTE instructors to implement PBL school-wide..	Recruitment and Retention, Professional Learning, Technology	07/27/2016	05/31/2018	\$1000	Other	ATC Principal and two CTE teachers

Goal 3: Increase or maintain secondary placement percentage for Perkins (5S1) in Carpentry and Business from 75% and 50% to 90%

Measurable Objective 1:

collaborate to to increase the secondary placement rate, Perkins (5S1) to 92% in all programs by 05/31/2018 as measured by TEDS.

Strategy 1:

Strategy 1-Collaboration with Sheldon Clark High School - ATC staff and administration will collaborate with SCHS administration and staff to implement intervention strategies that identify and target students who may not be planning on continuing their education following graduation.

Category: Persistence to Graduation

Activity - Identify At-Risk Students	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Martin County ATC and Sheldon Clark High School administration along with the PBIS coach and SAT (Student Assistance Team) will utilize attendance data, course performance, assessment data analysis and behavior referrals to identify check-on, at risk or get go students. These students will be referred to any of the following resources to eliminate barriers: School Counselor, Freshman Academy Coordinator (if grade appropriate), Youth Services Coordinator, Mental Health Providers, etc.	Behavioral Support Program	09/12/2016	04/27/2018	\$0	No Funding Required	Martha Williams, ATC Principal, Dr. Lonnie Laney, SCHS principal, John Goble, PBIS Coach and SAT Team members

Activity - Red Zone Collaboration/Team Teaching	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
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In collaboration with SCHS, lessons will be integrated between CTE teacher and SCHS content teachers including interventions and KOSSA/WorkKeys assessment prep lessons during the Red Zone RTI block time to ensure students/ success and success on meeting CCR benchmarks.	Academic Support Program	08/15/2016	05/31/2018	\$0	No Funding Required	CTE Teachers, SCHS guidance counselor, SCHS special education coordinator,
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Strategy 2:

Stragegy 2 - Project Based Learning - The principal, IT and health science teachers will participate in a two day training session for Technical Centers that Work (TCTW), project based learning (PBL). They will serve as teacher trainers for other CTE teachers to implement PBL. A school project will be completed as well.

Category: Integrated Methods for Learning

Research Cited: Hands-on, project based activities permit students to be more accepting of rigor when they are able to see the relevance of the coursework they are completing.

Activity - Martin County Dropout Prevention Grant	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Two years ago, the ATC received a district dropout prevention grant in order to build a roadster from the ground up through collaboration with auto, carpentry and electricity. This project-based activity has been started by auto tech but has not integrated the other two programs. Funding is still available to complete the project. Automotive students will construct the engine, powertrain, chassis, suspension, steering, brakes and electrical related to the engine. Carpentry will handle the building and fabrication of the wooden body including all other wooden components such as the front bumper, the installation of the windows and weather seal and roof. Electricity students will then handle the rest of the interior and exterior wiring such as lights, stereo system and installation of inverter and 110 volt AC system.	Behavioral Support Program	08/15/2016	05/31/2018	\$2628	Grant Funds	Auto Tech, Carpentry & Electricity Instructors

Activity - School Float for Unite to Read	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
With all programs collaborating, design and build a float based around Unite to Read "Share a Story" night book, theme and activities. The float will be entered into the Harvest Festival Parade to be held in September. Additionally, it will be displayed during our "Share a Story" night activities.	Recruitment and Retention	08/01/2016	10/31/2016	\$500	Other	Principal, CTE teachers and staff

Activity - IT Help Desk	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Collaborating with district IT coordinator, set up schedule for IT students to serve in Help desk role for district schools and teachers.	Career Preparation/Orientation, Recruitment and Retention, Technology	08/01/2016	05/31/2018	\$0	No Funding Required	IT teacher and district IT coordinator

Strategy 3:

Strategy 3 - Advisor/Advisee Program - The Advisor/Advisee mentoring program was implemented five years ago. All teachers and principals are assigned a group of students (12-14) that will remain with them all four years of high school. The students will be scheduled to meet in their advisee groups bi-monthly for 30 minutes during RTI period. Staff members will serve as a student advocate (go-to person) who is committed to investing in the student's personal and academic success.

Category: Career Readiness Pathways

Activity - Advisor/Advisee Activities	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
All students will participate in an advisor/advisee mentoring program bi-monthly that includes but is not limited to the following: build school relationships with teachers/students, maintain student data notebooks, review graduation requirements, track GPA, review College and Career Readiness requirements, review and set attendance goals, awareness and analysis of all student assessment data and goal setting, review report card grades with goal setting, and research college and career options with entry requirements, writing letters for scholarships, writing essays for college admission, provide advice when scheduling classes for following year.	Academic Support Program	08/15/2016	05/31/2018	\$0	No Funding Required	All teachers and Principal

Activity - Parental Communications	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
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As part of the advisor/advisee program regular parental communication is encouraged. Utilize this time to discuss student's career pathways and plans for postsecondary programs. As many of our student's parents have never attended college, they are unable to provide the support that students may need. Use this time to encourage them and answer any questions or concerns.	Parent Involvement	11/14/2016	05/31/2018	\$0	No Funding Required	Principal and Teachers
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Strategy 4:

Strategy 4 - Personalized Learning Environment - A personalized learning environment will be developed that provides rigor, relevance and relationships (the 3 R's).

Category: Learning Systems

Research Cited: Students that recognizes the relevance of instruction and are provided opportunities to apply this instruction through real-life opportunities are more likely to continue their education.

Activity - Rigorous and Relevant Instruction	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Provide rigorous and relevant instruction to engage students in learning. Provide both academic and technical skills needed to become college and career ready. Provide teachers with ongoing high-yield, best practices strategies to better engage students. Participate in professional learning days offered by the district on differentiated instruction, novice reduction for gap closure, rigor, relevance and relationships.	Professional Learning	08/08/2016	05/31/2018	\$0	No Funding Required	All teachers and principal.

Activity - Work-Based Learning Opportunities	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Collaborate with steering and advisory committees to provide as many work-based learning opportunities as possible especially in auto tech in order to help students gain real-world experiences. This will also assist students in making connections to what is being learned in the classroom. Additionally, many work-based learning positions encourage students to pursue additional education and possibly may lead to future employment opportunities.	Career Preparation/Orientation	08/08/2016	05/31/2018	\$0	No Funding Required	All CTE teachers

Strategy 5:

Strategy 5 - Collaborate with Big Sandy Community & Technical College - As the largest percentage of Martin County students choose Big Sandy as the college they attend, a strong collaborative relationship will be fostered.

Category: Stakeholder Engagement

Activity - Monthly visits by Big Sandy Representative	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Amanda Cantron, Martin County's student representative from Big Sandy will visit each month or every other month depending upon need. She will assist students in applying for college, completing FAFSA forms, applying for scholarships, reviewing career pathways and scheduling classes. She will also work with students to schedule campus visits. She will become the student's "go to" person thus creating a seamless transition from high school to college.	Recruitment and Retention	09/19/2016	05/31/2018	\$0	No Funding Required	Principal and college representative

Activity - Dual Credit Scholarship Program	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Through the new statewide Dual Credit Scholarship Program (DCS) encourage students to enroll in dual-credit courses in order to earn college credit while still in high school. Research shows that students that have earned dual-credit in high school are more likely to attend college and have a higher retention percentage than students who do not.	Recruitment and Retention	08/08/2016	05/31/2018	\$0	Other	Principal and Guidance Counselor

Activity - Articulated Credit	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Collaborating with Big Sandy, we will continue to offer articulated credit in business, health sciences carpentry and possibly electricity programs.	Career Preparation/Orientation, Recruitment and Retention	08/08/2016	05/31/2018	\$0	No Funding Required	Principal and Secretary in completing articulated forms following graduation

Activity Summary by Funding Source

Below is a breakdown of your activities by funding source

Title I School Improvement (ISI)

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
Focus on Program of Studies	Through collaborative efforts with the guidance office, ascertain students are placed on a career pathway early in high school and the progression of courses are such that they qualify for career readiness and an industry certificate. ATC principal will review transcripts of all students to verify they are in courses within their POS. Seniors that are not enrolled in the courses needed to complete a pathway, will be advised to do so in order to be eligible to be career ready.	Career Preparation/Orientation	08/15/2016	09/04/2018	\$1000	ATC principal and guidance office
Total					\$1000	

Perkins

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
Val-ED Recommendations for Special Needs	Utilizing recommended leadership behaviors for possible improvement from the ValED survey, assist teachers in developing a rigorous curriculum for students with special needs. Plan curriculum to maximize student opportunity to learn essential knowledge and skills. Plan opportunities for teachers to improve differentiation of their instruction for special needs students through professional development..	Professional Learning, Direct Instruction, Academic Support Program	08/01/2016	05/31/2018	\$1000	Principal with collaboration from Special Education Counselor
Book Study	CTE teachers and administrator will complete a book study on Stephen & Sean Covey's book "The Leader in Me" during PLC's.	Professional Learning	09/05/2016	05/31/2017	\$70	Principal & teachers
Total					\$1070	

No Funding Required

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
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Professional Learning	Teachers and principal will participate in district PL focused on college and career readiness. Also principal will research strategies and best practices from other schools to share with teachers as part of their school group. Every program teacher will have a copy of the CCR spreadsheet in order to monitor progress of their individual students. "Name them and Claim them."	Professional Learning	08/01/2016	05/31/2018	\$0	Administrator and teachers
Red Zone Collaboration/Team Teaching	In collaboration with SCHS, lessons will be integrated between CTE teacher and SCHS content teachers including interventions and KOSSA/WorkKeys assessment prep lessons during the Red Zone RTI block time to ensure students/ success and success on meeting CCR benchmarks.	Academic Support Program	08/15/2016	05/31/2018	\$0	CTE Teachers, SCHS guidance counselor, SCHS special education coordinator,
Parental Communications	As part of the advisor/advisee program regular parental communication is encouraged. Utilize this time to discuss student's career pathways and plans for postsecondary programs. As many of our student's parents have never attended college, they are unable to provide the support that students may need. Use this time to encourage them and answer any questions or concerns.	Parent Involvement	11/14/2016	05/31/2018	\$0	Principal and Teachers
Professional Learning Communities	The principal and all CTE teachers will meet regularly before students arrive in the morning, 7:30-8:00 to discuss material on book study, review and analyze data, discuss best practices, monitor progress of 30-60-90 day plan, review progress on PGES goals and other topics as needed.	Professional Learning	08/22/2016	05/31/2018	\$0	Principal & CTE teachers
Career Advising	When meeting with students to discuss classes, scheduling, careers, utilize Career Pathway Description document to help student be aware of progression of classes through POS and be familiar with jobs they can obtain following completion of these pathways.	Career Preparation/Orientation	04/04/2016	04/02/2018	\$0	Principal, guidance counselor, teachers and anyone doing student advising.
Advisor/Advisee Activities	All students will participate in an advisor/advisee mentoring program bi-monthly that includes but is not limited to the following: build school relationships with teachers/students, maintain student data notebooks, review graduation requirements, track GPA, review College and Career Readiness requirements, review and set attendance goals, awareness and analysis of all student assessment data and goal setting, review report card grades with goal setting, and research college and career options with entry requirements, writing letters for scholarships, writing essays for college admission, provide advice when scheduling classes for following year.	Academic Support Program	08/15/2016	05/31/2018	\$0	All teachers and Principal

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Rigorous and Relevant Instruction	Provide rigorous and relevant instruction to engage students in learning. Provide both academic and technical skills needed to become college and career ready. Provide teachers with ongoing high-yield, best practices strategies to better engage students. Participate in professional learning days offered by the district on differentiated instruction, novice reduction for gap closure, rigor, relevance and relationships.	Professional Learning	08/08/2016	05/31/2018	\$0	All teachers and principal.
Serve as District ILP Coordinator	Move ILP use beyond compliance. Promote student and parent buy-in until students are utilizing the ILP outside of required school access. All career pathways are uploaded on the home page of the high school's ILP's. Offer PL sessions during high school PLC's to distribute ILP passwords, train teachers on use of ILP and Method Test Prep.	Career Preparation/Orientation	09/06/2016	03/30/2018	\$0	ATC Principal
Advisor/Advisee Parental Contacts	Using the following talking points, every advisor will contact the parents/guardians of their advisees and use the following talking points: Explain the academic advisor concept, let them know that you are calling to establish and maintain an open line of communication, share mission and vision of the school, provide contact information (e-mail, school phone number, etc.), share something positive about their child, address any concerns they may have, discuss career pathways and college and career readiness, provide them ILP parent log-in information and answer any questions they may have. This information will be documented in a log and shared with the high school's Director of School Culture.	Parent Involvement	11/01/2016	11/01/2018	\$0	Everyone with an advisor/advisee group, principals and teachers.
Bulletin Boards	Display bulletin boards in classrooms that list classes in each program of studies and post career pathway depicting academic, CTE and postsecondary progression of courses.	Career Preparation/Orientation	08/08/2016	05/31/2018	\$0	Teachers
Data Driven Decision Making 30-60-90	The principal will serve as the lead for the Data Driven Decision Making team. She will maintain and update the 30-60-90 day plan collaborating with other team members. The plan will consist of the data to be analyzed, person on point and any specific instructions. Activities just begun will be in red, those in progress will be yellow and when completed marked as green. She will update the plan and distribute to all stakeholders each time the leadership team meets.	Academic Support Program	09/05/2016	04/30/2018	\$0	ATC Principal
CCR Focused Bell Work	All teachers will provide questions similar to those on KOSSA and WorkKeys for daily bell work.	Direct Instruction	08/15/2016	05/31/2018	\$0	Teachers with administrative oversight
Embedded WorkKeys/KOSSA type questions	WorkKeys/KOSSA type questions shall be embedded into regular formative and summative assessments.	Direct Instruction	08/15/2016	05/31/2018	\$0	Teachers with administrative oversight

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Operation Preparation	Principal and all CTE teachers will participate in Operation Preparation for 8th and 10th grade students as requested by District Operation Preparation Coordinator.	Career Preparation/Orientation, Recruitment and Retention	03/06/2017	03/30/2018	\$0	Principal and teachers.
Partner with Big Sandy Community & Technical College	Schedule with BSCTC representative to visit at least four times per semester to meet with students in order to review career pathways, complete applications for admission, complete FAFSA, apply for scholarships, schedule campus visits, etc.	Career Preparation/Orientation, Community Engagement	09/05/2016	04/30/2018	\$0	Principal
Advisor/Advisee Groups	Principal and teachers serve as part of advisor/advisee program. They will have the same group of students from freshman-senior year. They will meet on scheduled days during the Red Zone (RTI) period. Varying activities including reviewing and reflecting on progress reports, nine week grades, MAP, ACT, EOC scores will be topics of discussion. After reviewing benchmarks and student scores, advisor will assist students in setting realistic goals for improvement and/or meeting benchmarks.	Career Preparation/Orientation, Academic Support Program	09/05/2016	05/31/2018	\$0	Principal and Teachers
Articulated Credit	Collaborating with Big Sandy, we will continue to offer articulated credit in business, health sciences carpentry and possibly electricity programs.	Career Preparation/Orientation, Recruitment and Retention	08/08/2016	05/31/2018	\$0	Principal and Secretary in completing articulated forms following graduation
Stakeholder Communication	Collaborating with SCHS Family Resource Center, during parent/teacher conferences, back to school bash, freshman orientation, SCHS stakeholder's meetings, advisory committee and steering committee meetings, share school and district's vision, mission, career pathway flyer that received a KDE best practice, ILP passwords, IC passwords, CCR model, etc. with parents, guardians, business & industry and any other stakeholders.	Parent Involvement, Recruitment and Retention, Community Engagement	08/01/2016	05/31/2018	\$0	Principal, teachers and Family Resource staff
Career Fairs & School Tours	CTE teachers will participate in local career fairs, promoting CTE programs. Also eighth grade tours will be conducted prior to middle school students registering for ninth grade.	Career Preparation/Orientation	04/03/2017	04/03/2018	\$0	Principal and teachers.
SBDM Policy on CTE	Meet with feeder high school SBDM to encourage them to require all students to follow a career pathway or at least enroll in a CTE course some time during their high school years.	Recruitment and Retention, Policy and Process	06/27/2016	06/26/2017	\$0	ATC Principal with collaboration from high school principal

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Identify At-Risk Students	Martin County ATC and Sheldon Clark High School administration along with the PBIS coach and SAT (Student Assistance Team) will utilize attendance data, course performance, assessment data analysis and behavior referrals to identify check-on, at risk or get go students. These students will be referred to any of the following resources to eliminate barriers: School Counselor, Freshman Academy Coordinator (if grade appropriate), Youth Services Coordinator, Mental Health Providers, etc.	Behavioral Support Program	09/12/2016	04/27/2018	\$0	Martha Williams, ATC Principal, Dr. Lonnie Laney, SCHS principal, John Goble, PBIS Coach and SAT Team members
CCR Database and Goal Setting-"Name Them & Claim Them"	Every teacher receives a CCR database at the beginning of the year. The database consists of all seniors and CCR benchmarks. They are sorted according to program. Teachers are to utilize CCR model with benchmarks listed and meet individually with students. They are to review student's current status and assist them in setting realistic goals in order to be college and/or career ready by graduation.	Tutoring, Direct Instruction, Academic Support Program	09/05/2016	05/31/2018	\$0	Principal and Teachers
IT Help Desk	Collaborating with district IT coordinator, set up schedule for IT students to serve in Help desk role for district schools and teachers.	Career Preparation/Orientation, Recruitment and Retention, Technology	08/01/2016	05/31/2018	\$0	IT teacher and district IT coordinator
Work-Based Learning Opportunities	Collaborate with steering and advisory committees to provide as many work-based learning opportunities as possible especially in auto tech in order to help students gain real-world experiences. This will also assist students in making connections to what is being learned in the classroom. Additionally, many work-based learning positions encourage students to pursue additional education and possibly may lead to future employment opportunities.	Career Preparation/Orientation	08/08/2016	05/31/2018	\$0	All CTE teachers
Continuous Improvement Visit (CIV)	Wayne King will conduct a Continuous Improvement Visit (CIV) to review data from TEDS, teacher/principal surveys, SRC, etc. to enhance the effectiveness of the CSIP and PIP's.	Academic Support Program	11/03/2017	11/03/2017	\$0	Wayne King, teachers and principal
Intense Focus on Soft Skill Development	Teachers and administrators in collaboration with advisory committees, steering committee, Big Sandy Community Action Program, 4-H County Extension, and other business and industry representatives will provide students with employability skills such as Ethics Sense, writing cover letters and developing resumes, interviewing for jobs and exploring not only how to obtain a job but to develop traits in order to be a valued employee.	Career Preparation/Orientation, Community Engagement	11/01/2016	02/28/2018	\$0	Teachers and administrator

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Targeted Technical Assistance Visit	Based on 2014-2015 CCR data, our electricity program will receive a TTA visit to provide support in increasing percentage of students reaching preparatory status and career ready benchmarks.	Academic Support Program	10/18/2016	10/18/2016	\$0	Electricity teacher, principal and program consultant
Utilize Common Core & KOSSA Standards	Utilize common core standards and KOSSA standards in lesson plans and curriculum maps. Post KOSSA standards in a visible area in classrooms. Check off and discuss with students as they are completed.	Direct Instruction	08/07/2014	05/30/2016	\$0	Principal and teachers
Monthly visits by Big Sandy Representative	Amanda Cantron, Martin County's student representative from Big Sandy will visit each month or every other month depending upon need. She will assist students in applying for college, completing FAFSA forms, applying for scholarships, reviewing career pathways and scheduling classes. She will also work with students to schedule campus visits. She will become the student's "go to" person thus creating a seamless transition from high school to college.	Recruitment and Retention	09/19/2016	05/31/2018	\$0	Principal and college representative
Total					\$0	

District Funding

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
Dual-Credit	Increase opportunities for dual and articulated credit through CTE programs (i.e., Murray State, Racer Academy, Early College Program through Morehead State University)	Career Preparation/Orientation	08/15/2016	05/31/2018	\$150	Funding is cost per student for Racer Academy. Teacher offering dual and articulated credit.
Career Choice Class for Eighth Grade	A career choice course will be offered to eighth grade students for auto tech, carpentry and electricity. They will spend a semester in one program and rotate in the second program of choice second semester. Funding for busing the students back and forth from the middle school to the ATC will be assumed by the district.	Career Preparation/Orientation	08/10/2016	05/31/2018	\$0	Principal and trade & technical teachers

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Targeted Intervention-Resonse to Interventon-Red Zone	During the 25 minute RTI "Red Zone" period, instruction is focused on preparing students for ACT, KOSSA and WorkKeys assessment. Method Test Prep (ACT Prep) was purchased through Career Cruising for all high school students. It is embedded within the student's ILP. It is being utilized during first semester Red Zone for ACT prep.	Tutoring, Direct Instruction	08/15/2016	05/31/2018	\$1100	Teachers
Total					\$1250	

Grant Funds

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
Martin County Dropout Prevention Grant	Two years ago, the ATC received a district dropout prevention grant in order to build a roadster from the ground up through collaboration with auto, carpentry and electricity. This project-based activity has been started by auto tech but has not integrated the other two programs. Funding is still available to complete the project. Automotive students will construct the engine, powertrain, chassis, suspension, steering, brakes and electrical related to the engine. Carpentry will handle the building and fabrication of the wooden body including all other wooden components such as the front bumper, the installation of the windows and weather seal and roof. Electricity students will then handle the rest of the interior and exterior wiring such as lights, stereo system and installation of inverter and 110 volt AC system.	Behavioral Support Program	08/15/2016	05/31/2018	\$2628	Auto Tech, Carpentry & Electricity Instructors
Total					\$2628	

Title I Schoolwide

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
Parental Letters & Brochures	Prior to testing window, mail letters and WorkKeys brochures to all senior parents. Explain to them the value of the NCRC in regard to being Work Ready. As Martin County is a Work Ready Community in Progress, multiple Martin County businesses offer preference to students that possess a NCRC. Also, explain the role of NCRC in career readiness. Request that parents encourage their child to review for and perform to the best of their ability on this assessment.	Parent Involvement	01/02/2017	01/02/2018	\$67	Principal and Administrative Secretary
Total					\$67	

Other

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
School Float for Unite to Read	With all programs collaborating, design and build a float based around Unite to Read "Share a Story" night book, theme and activities. The float will be entered into the Harvest Festival Parade to be held in September. Additionally, it will be displayed during our "Share a Story" night activities.	Recruitment and Retention	08/01/2016	10/31/2016	\$500	Principal, CTE teachers and staff
Dual Credit Scholarship Program	Through the new statewide Dual Credit Scholarship Program (DCS) encourage students to enroll in dual-credit courses in order to earn college credit while still in high school. Research shows that students that have earned dual-credit in high school are more likely to attend college and have a higher retention percentage than students who do not.	Recruitment and Retention	08/08/2016	05/31/2018	\$0	Principal and Guidance Counselor
Recognize and Celebrate Success	While we do a good job helping students achieve college and career readiness, we need more celebratory/recognition events to motivate students to work toward CCR. Collaborate with SCHS's Family Resource Center for community engagement to help coordinate and fund these rewards.	Recruitment and Retention, Other	11/01/2016	05/31/2018	\$0	SCHS Family Resource Center and all CTE staff.
Project-Based Learning	The ATC principal along with two teachers will attend training to implement project-based learning for 2016-2017. In 2017-2018, these two teachers and principal will work with the remaining CTE instructors to implement PBL school-wide..	Recruitment and Retention, Professional Learning, Technology	07/27/2016	05/31/2018	\$1000	ATC Principal and two CTE teachers
Total					\$1500	