

SCHOOL DISTRICT OF CLAY COUNTY

COMPREHENSIVE IMPROVEMENT PLAN

HUMAN RESOURCES DIVISION

EVALUATION REPORT 2006-2007

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CLAY COUNTY SCHOOL BOARD ANNUAL IMPROVEMENT OBJECTIVES

District: <u>Clay</u> <u>Dept/Division: <u>Human Resources</u> Year: <u>2006-2007</u></u>

PRIORITY Col. 1	ACTION PLAN Col. 2	DECLUTO	
OBJECTIVES (Improvements to be made)	(Actions to be Taken to Make Improvement: Who, What, When, Where, How)	RESULTS Col. 3 M=Met; P=Partially Met; N=Not Met I = In Progress; A=Abandoned Comments	
Human Resources/Support will seek strategies to simplify procedures and paperwork.	1.a. By Spring, 2007, the extra procedures required in issuing Limited Contracts for Cafeteria Assistants, Bus Drivers/Monitors and all clerical positions employed during the time period of February-May will be changed to the use of the regular hiring procedures as contracted employees.	M	
	1.b. By Summer, 2007, Support Summer School Contracts for ESE Assistants will be keyed as "Hourly As Needed" replacing specific hours to reduce the amount of paperwork and contracts currently needed.	М	
2. By August 1, 2006, any revisions required to the Clay Assessment System will be ready for implementation.	2.a. During the 2006 Pre-Planning session, Clay County teachers will be trained on any revisions to CAS.	I	
	2.b. Revisions to the Clay Assessment Manual will be prepared and distributed to all teachers.	I	
	2.c. During the Summer of 2006, administrators will receive training on the revised CAS.	I .	

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3.	During 2006-07, the school system's efforts to recruit more teachers and administrators will be expanded.	3.a. 3.b.	Funds will be provided to support activities of Future Educators of America (FEA) Clubs in Clay County Schools. Qualified Clay County minority teachers will be encouraged and assisted in enrolling in an educational leadership program.	M	Comments
		3.c.	Clay County participation in minority recruitment fairs and visits to universities will be increased.	I	
4.	Human Resources staff will examine ways to provide more meaningful training and orientation for school and district administrators.	4. a.	Training components of the HRMD Plan will be evaluated to determine relevance to present duties of new administrators.	I	
	district administrators.	b.	In cooperation with the Instructional Division, methods will be examined to provide more support mechanisms for newly appointed and present administrators and principals.	I .	
5.	Clay County District Schools will implement required revisions to the alternative certification program.	5.a.	Revisions to the Clay County alternative certification plan will be ready for implementation August 1, 2006.	M	

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PRIORITY Col. 1 OBJECTIVES (Improvements to be made)	ACTION PLAN Col. 2 (Actions to be Taken to Make Improvement: Who, What, When, Where, How)	RESULTS M=Met; P=Partially Met; N=Not Met I = In Progress; A=Abandoned Comments
5. Continued	5.b. Training will be conducted by November 2006 to update knowledge and skills required of peer teachers in the Alternative Certification Program.	I
6. During 2006-2007 school year, the Public Relations Officer will continue to increase public knowledge of, and support the School District of Clay County.	PUBLIC RELATIONS WAS TRANSFERRED OUT OF HUMAN RESOURCES IN 2006 6.a. The "Extra Credit" will be published once a month for 12 months and will communicate activities, accomplishments and help to explain important issues to the public. It will continue to be inserted in the "Times- Union County Line" for wider distribution of information. 6.b. The Newcomer Booklet and Realtor Package will be updated for greater distribution of information through the district.	