

SINGLE PLAN FOR STUDENT ACHIEVEMENT

West Hills High School

37681303730702

CDS Code

Date of this revision: June 19, 2009

The Single Plan for Student Achievement delineates the processes, in which all stakeholders will participate, to increase student academic achievement and enhance West Hills' educational programs. For additional information on curricular programs and opportunities for parental involvement, please feel free to contact:

Contact Person: Patrick Keeley
Position: Principal
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The mission of West Hills High School is to graduate critical thinkers and problem-solvers who contribute to society as responsible citizens and respectful employees.

This school plan was approved by the District Governing Board on _____

Form A: School Site Council Membership

Education Code Section 64001(g) requires that the SPSA be reviewed and updated at least annually, including proposed expenditures of funds allocated to the through the Consolidated Application, by the school site council. The current make-up of the school site council is as follows:¹

Names of Members	Principal	Classroom Teacher	Other School Staff	Parent or Community Member	Secondary Student
Patrick Keeley	X				
Elizabeth DeMars		X			
Tanya Bulette			X		
Matt Norris		X			
Vicki Ramey		X			
Kathleen Fisher			X		
Yvonne Pratt			X		
Brandon Kashou					X
Clarissa Slagle					X
Joyce Clonts					X
Annie Gimm				X	
Mark Zickel				X	
Numbers of members of each category	1	3	3	2	3

¹ At elementary schools, the school site council must be constituted to ensure parity between (a) the principal, classroom teachers, and other school personnel, and (b) parents of students attending the school or other community members. Classroom teachers must comprise a majority of persons represented under section (a). At secondary schools there must be, in addition, equal numbers of parents or other community members selected by parents, and students. Members must be selected by their peer group.

Form B: Recommendations and Assurances

The school site council recommends this school plan and proposed expenditures to the district governing board for approval and assures the board of the following:

- 1. The school site council is correctly constituted and was formed in accordance with district governing board policy and state law.
- 2. The school site council reviewed its responsibilities under state law and district governing board policies, including those board policies relating to material changes in the school plan requiring board approval.
- 3. The school site council sought and considered all recommendations from the following groups or committees before adopting this plan (*Check those that apply*):

School Advisory Committee for State Compensatory Education Programs

English Learner Advisory Committee

Community Advisory Committee for Special Education Programs

Gifted and Talented Education Program Advisory Committee

Other: Leadership Team

- 4. The school site council reviewed the content requirements for school plans of programs included in this *Single Plan for Student Achievement* and believes all such content requirements have been met, including those found in district governing board policies and in the LEA Plan.
- 5. This school plan is based on a thorough analysis of student academic performance. The actions proposed herein form a sound, comprehensive, coordinated plan to reach stated school goals to improve student academic performance.
- 6. This school plan was adopted by the school site council on: January 15, 2009.

Attested:

Patrick Keeley

Typed name of school principal

Signature of school principal

Date

Matt Norris

Typed name of SSC chairperson

Signature of SSC chairperson

Date

Form C: Programs Included in this Plan

Check the box for each state and federal categorical program in which the school participates and, if applicable, enter amounts allocated. (The plan must describe the activities to be conducted at the school for each of the state and federal categorical program in which the school participates. If the school receives funding, then the plan must include the proposed expenditures.)

State Programs	Allocation
<input type="checkbox"/> <i>California School Age Families Education</i> <u>Purpose:</u> Assist expectant and parenting students succeed in school.	\$ NA
<input type="checkbox"/> Economic Impact Aid/ State Compensatory Education <u>Purpose:</u> Help educationally disadvantaged students succeed in the regular program.	\$ NA
<input checked="" type="checkbox"/> Economic Impact Aid/ English Learner Program <u>Purpose:</u> Develop fluency in English and academic proficiency of English learners	\$ 55,729
<input type="checkbox"/> High Priority Schools Grant Program <u>Purpose:</u> Assist schools in meeting academic growth targets.	\$ NA
<input type="checkbox"/> Instructional Time and Staff Development Reform <u>Purpose:</u> Train classroom personnel to improve student performance in core curriculum areas.	\$ NA
<input type="checkbox"/> Peer Assistance and Review <u>Purpose:</u> Assist teachers through coaching and mentoring.	\$ NA
<input type="checkbox"/> Pupil Retention Block Grant <u>Purpose:</u> Prevent students from dropping out of school.	\$ NA
<input type="checkbox"/> <i>School and Library Improvement Program Block Grant</i> <u>Purpose:</u> Improve library and other school programs.	\$ NA
<input checked="" type="checkbox"/> <i>School Safety and Violence Prevention Act</i> <u>Purpose:</u> Increase school safety.	\$ 6,500
<input checked="" type="checkbox"/> <i>Tobacco-Use Prevention Education</i> <u>Purpose:</u> Eliminate tobacco use among students.	\$ 17,097

AVID	
Gifted and Talented Education (GATE)	\$ 5,852
<input checked="" type="checkbox"/> Sophomore Conferencing	\$ 10,380
MAA	\$ 5,314
	\$ 16,869
Total amount of state categorical funds allocated to this school	
	\$ 117,741

Federal Programs under No Child Left Behind (NCLB)	Allocation
<input type="checkbox"/> Title I, Neglected <u>Purpose:</u> Supplement instruction for children abandoned, abused, or neglected who have been placed in an institution	\$ NA
<input type="checkbox"/> <i>Title I, Part D: Delinquent</i> <u>Purpose:</u> Supplement instruction for delinquent youth	\$ NA
<input type="checkbox"/> <i>Title I, Part A: Schoolwide Program</i> <u>Purpose:</u> Upgrade the entire educational program of eligible schools in high poverty areas	\$ NA
<input type="checkbox"/> Title I, Part A: Targeted Assistance Program <u>Purpose:</u> Help educationally disadvantaged students in eligible schools achieve grade level proficiency	\$ NA
<input type="checkbox"/> Title I, Part A: Program Improvement <u>Purpose:</u> Assist Title I schools that have failed to meet NCLB adequate yearly progress (AYP) targets for one or more identified student groups	\$ NA
<input type="checkbox"/> Title II, Part A: Teacher and Principal Training and Recruiting <u>Purpose:</u> Improve and increase the number of highly qualified teachers and principals	\$ NA
<input type="checkbox"/> Title II, Part D: Enhancing Education Through Technology <u>Purpose:</u> Support professional development and the use of technology	\$ NA
<input type="checkbox"/> Title III, Part A: Language Instruction for Limited-English-Proficient (LEP) Students <u>Purpose:</u> Supplement language instruction to help limited-English-proficient (LEP) students attain English proficiency and meet academic performance standards	\$ NA
<input type="checkbox"/> Title IV, Part A: Safe and Drug-Free Schools and Communities <u>Purpose:</u> Support learning environments that promote academic achievement	\$ NA

<input type="checkbox"/>	Title V: Innovative Programs <u>Purpose:</u> Support educational improvement, library, media, and at-risk students	\$ NA
<input type="checkbox"/>	Other Federal Funds (list and describe ²)	\$ NA
Total amount of federal categorical funds allocated to this school		\$ NA
Total amount of state and federal categorical funds allocated to this school		\$ NA

² For example, special education funds used in a School-Based Coordinated Program to serve students not identified as individuals with exceptional needs.

BUDGET, GOVERNANCE, & ADMINISTRATION

CATEGORICAL FUNDING ALLOCATED TO THIS SCHOOL 2008-09

The following state and federal categorical funds were allocated to this school. Approximate BALANCE AMOUNTS listed below for upcoming year.

DISTRICT & MISCELLANEOUS FUNDING (approximate) 2008-2009

Band Instrument

Amount: \$ 3,743 (not including grants)

Purpose: To purchase instruments for the instrumental music program.

AVID

Amount: \$ 5,852

Purpose: To pay for AVID tutors, substitutes, supplies and additional books.

United Way

Amount: \$ 84

Purpose: To benefit all the students.

MAA

Amount: \$ 16,869

Purpose: To fund an alternative program for at-risk students during non-school hours.

STATE FUNDS

California High School Exit Exam (CAHSEE)

Amount: \$ 5818

Purpose: To put in place intervention models to assist students to pass the CAHSEE. Received funding for 2006-07, but not sure if this will be funded for 2008-09.

Class Size Reduction (CSR)

Staffing unit allocation

Purpose: To reduce class size at the freshman level to 20:1 in English and one other subject

Economic Impact Aid/ English Learner Program (EIA-EL)

Amount: \$ 55,729

Purpose: To develop fluency in English and academic proficiency of English learners.

GATE

Amount: \$ 10,380

Purpose: To fund honors program for augmented curriculum and instruction.

Special Education

Amount: \$ DISTRICT

Purpose: To fund programs for special education students.

Instructional Materials Grant (861-108) (CARRY-OVER)

Amount: \$ TBD

Purpose: To provide one-time educational improvements.

(Instructional materials & textbooks. Staff Development: if addressing content standards)

20:1 Instructional Materials (861-010) (CARRY-OVER)

Amount: \$ 338,693

Purpose: To provide one-time educational improvements.

(Instructional materials & textbooks only)

Lottery Prop 20 (CARRY-OVER)

Amount: \$ 84,449

Purpose: To be used to provide ongoing improvements in instructional program. This fund has been allocated to purchase textbooks in those areas not served by the 56:1 grant and to augment the 56:1 grant in the areas of Social Science and English where funding is not adequate to purchase all the textbooks needed.

Lottery Instructional Materials (040-502) (CARRY-OVER)

Amount: \$ 54,804

Purpose: To purchase instructional materials and textbooks

Library Grant (CARRY-OVER)

Amount: \$ 9,158

Purpose: To purchase online services and library books for the benefit of all students. Librarian meets with each department to prioritize selections.

10th Grade Counseling

Amount: \$ 5,314

Purpose: To provide sophomores with in-depth guidance time to explore career plans and chart the next two years' classes.

Library & Technology Grant (803-104) (CARRY-OVER)

Amount: \$ 7,629

Purpose: To purchase supplies and equipment.

Art & Music Grant (891-104) (CARRY-OVER)

Amount: \$ 79,618

Purpose: To purchase supplies and equipment, instructional materials, staffing, and instruments.

Art, Music & Physical Education Grant (895-104) (CARRY-OVER)

Amount: \$ 64,201

Purpose: To purchase instructional materials and equipment.

TOTAL AMOUNT OF STATE AND FEDERAL categorical funds allocated to this school:

AMOUNT: \$TBD

BUDGET ALLOCATIONS

The following are the 60:1 funds (40:1 and 15:1 Lottery), which were allocated to this school. Approximate BALANCE AMOUNTS listed below for upcoming year. Based on projected enrollment for 08-09.

55:1 Budget Allocations

Total budget allocation:

Amount: \$ 134,030

Purpose: To fund needed supplies and materials for departmental functioning. Does not include salary and trainer.

FIXED COSTS:

Athletic Trainer Supplies:

Amount: \$ 4,000

Purpose: To fund needed supplies and equipment for athletic trainer.

Repair/Replace items under \$500:

Amount: \$ 6,000

Purpose: To repair items that cost under \$500 because this is not covered by district repair costs. Replace items in same category, which can't be repaired.

Custodian supplies:

Amount: \$ 25,000

Purpose: Custodial supplies, i.e. paper towels, toilet paper, lights, cleaning solutions, wax, etc.

Support Services

Amount: \$ 43,236

Purpose: To purchase supplies and equipment for duplicating and other supplies and equipment needed for entire staff; purchases postage, maintenance agreements.

DEPARTMENTAL:

Amount: \$ 33,690

Purpose: To purchase supplies, equipment, texts for departments. Several departments receive supplemental funding for textbook purchases.

SCHOOLWIDE:

Amount: \$ 11,604

Purpose: To purchase toner and paper for printers on campus.

SCHOOLWIDE:

Amount: \$ 4,000

Purpose: To extend maintenance support for TRC & Thin Client labs.

SAFE SCHOOL:

Amount: \$ 6,500

Purpose: To purchase radio equipment, safe school training.

Action Plan

Multi-year School Improvement Goal/Intervention 1:	By June 2010, West Hills will raise the school's API score to 800.
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Objective #1

Step	Strategic Actions to Reach Goal	Implementers/ Timeline	Progress Evidence/ Evaluation of Goal	Proposed Expenditures	Estimated Costs	Funding Sources
	Target Objective: Provide core curricular staff development to all departments on how to analyze and use data.					
a.	Determine appropriate and then collect subject-specific / sub-group data, including STAR, CAHSEE, D/F rates, and departmental assessments.	CAHSEE VP Star Testing VP, Director of Assessment, department chairs/ Fall 09	Development of departmental comprehension of academic subject data, collaboration agendas	Collaboration / Staff Development	N/A	Site
b.	Establish a consistent methodology for the analysis of data across the school and in each department.	Admin, Leadership Team and Director of Assessment/ Fall 09	Publish methodology and distribute to staff (through handouts and web site)	Collaboration / Staff Development	N/A	Site
c.	Instruct teachers within each subject-area PLC and across departments how to analyze subject-specific and schoolwide data, with a focus on at risk students.	Admin and District/ 09-10 School year	Development of strategic data-driven departmental academic goals	Collaboration / Staff Development / 15 Sub Days	\$2250 for subs	EIA-SCE
d.	Teachers and PLC/Subject groups assess strategies and revise teaching as needed.	Teachers, PLC groups, Departments, Leadership Team/ 09-10 School year	Teacher pacing, lesson plan, collaboration time agendas/ minutes	Collaboration / Staff Development / Release Days	N/A	Site

Objective #2

Step	Strategic Actions to Reach Goal	Implementer s/ Timeline	Progress Evidence/ Evaluation of Goal	Proposed Expenditures	Estimated Costs	Funding Sources
<p>Target Objective: 95% of first time test takers and 100% of graduation-eligible seniors will pass the Math portion of the CAHSEE.</p>						
a.	All 10th grade students will take the a pre-assessment to identify students at risk of not passing the CAHSEE.	Math Dept & CAHSEE Admin Fall 09	Passing Scores on the CAHSEE	Pre-assessment materials	\$2000	CAHSEE Intervention Monies
b.	Establish CAHSEE Prep program for students identified through the pre-assessment	CAHSEE Admin & Math Department Chair / Jan. - Mar., 2010	Increased pre-assessment scores	Teacher Supplemental at Tutoring Rate	\$5500	Supplemental Instruction
c.	EL strategies (SDAIE, etc.) disseminated to Math teachers to help EL students in mainstreamed classes	EL Coordinator / Jan. - Feb., 2010	Identified teachers with EL students	EL Coordinator Release Period	.2 FTE	District
d.	Maintain 1st period, 7th period, and after school tutoring system.	Math Department Chair / School year 09-10	Sign in sheets submitted with time sheets	Teacher Supplemental Tutoring Rate (\$44/hr)	\$19000	Supplemental Instruction

Objective #3

Step	Strategic Actions to Reach Goal	Implementers / Timeline	Progress Evidence/ Evaluation of Goal	Proposed Expenditures	Estimated Costs	Funding Sources
	Target Objective: 95% of first time test takers and 100% of graduation-eligible seniors will pass the ELA portion of the CAHSEE.					
a.	All 10th grade students will take a preassessment to identify students at risk of not passing CAHSEE	English Dept./CAHSEE Admin Fall 09	Edusoft data analysis / Post-test to check improvement	Pre-assessment materials	\$2000	CAHSEE Intervention Monies, CalPas
b.	EL strategies (SDAIE, etc.) disseminated to English teachers to help EL students in mainstreamed classes	EL Coordinator / Jan. - Feb., 10	Identified teachers with EL students	EL Coordinator Release Period	.2 FTE	District
c.	9th and 10th Grade Applied Arts English classes will integrate CAHSEE prep work into the curriculum	9th and 10th grade English Applied Arts Teachers / 09 – 10 school year	Teacher Lesson Plans	N/A	N/A	N/A
d.	Maintain 1st period, 7th period and after school tutoring	English Department 09-10 School year	Sign in sheets/time sheets	Teacher supplemental tutoring rate		Supplemental Instruction
e.	Establish a tutoring system to assist students who may struggle on the CAHSEE	Admin and Department Chair / Spring 2010	Sign in tutorial sheets	Teacher Supplemental Tutoring Rate (72 hours at 44/hr.)	\$3168	Supplemental Instruction
f.	Identify 11th and 12th grade students who have not passed the CAHSEE	Admin, English teachers /	List of students who have not	N/A	N/A	N/A

	and provide support materials.	Spring 10	passed ELA portion of CAHSEE			
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Objective #4

Step	Strategic Actions to Reach Goal	Implementers/ Timeline	Progress Evidence/ Evaluation of Goal	Proposed Expenditures	Estimated Costs	Funding Sources
Target Objective: A 5% increase in CST Advanced / Proficient categories in each subject.						
a.	Identify all students in Algebra 1C who are earning grades of D or F and enroll them in support classes.	Math Department, Math VP Fall 09	Decrease in the D/F rate in Algebra 1C	Teacher salary	.4 FTE	District supported .5 intervention
b.	Math classes will administer warm-ups based on CST released questions	Math Teachers/ 09-10 School year	Warm-ups in lesson plans	N/A	N/A	N/A
c.	Throughout all CST-tested subjects, create methods that will help prepare students for the CST exams	CST-Subject Teachers / 09-10 School year	Collaboration Agendas	Collaboration	N/A	N/A

d.	Provide individual subject-area teachers with an opportunity to align pacing and goals.	PLC and Subject Groups /09-10 School year	Pacing guides and goals	Collaboration and Substitute Coverage	N/A	Site
e.	Maintain testing schedule to allow for testing in subject-specific classes.	Admin and Department Chairs 09-10 School year	Revised schedule	N/A	N/A	N/A

Multi-year School Improvement Goal/Intervention 2:	By June 2010, West Hills will reduce its D/F rate to 12%.
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Objective #1

Step	Strategic Actions to Reach Goal	Implementers/ Timeline	Progress Evidence/ Evaluation of Goal	Proposed Expenditures	Estimated Costs	Funding Sources
Target Objective: Develop and coordinate supports and interventions for at risk students.						
a.	Continue Student Study Teams with identification by counselors, teachers, and school psychologist.	Guidance Department, Admin, Teachers, School Psychologist/ 09-10 school year	Meeting notes, follow up process	N/A	N/A	N/A
b.	Intervention coordinator to oversee placement, organization, and funding of all intervention programs.	Intervention Coordinator, Principal	Pyramid of Interventions	Coordinator stipend	\$500	EIA-SCE
c.	Create a matrix of intervention programs (including the target population, strategies, and staff contact) and publish it through the school web site, student handbook, and an easy-to-use reference guide.	Intervention Coordinator, Specific Program Coordinators, Web Manager Fall 09	Publication of matrix, Fall 09 staff development	N/A	N/A	N/A

d.	Evaluate effectiveness of intervention programs (PAL, Mentor Program, HOWL) by analyzing student achievement of participant.	Intervention Coordinator, Specific Program Coordinators, School Site Council /Fall 09	Meeting notes, follow up process	N/A	N/A	N/A
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e.	Celebrate student success through Pride of the Pack Assembly, publication of Honor Roll and Alpha Plus, Attendance Incentive, GATE Awards	Admin, Counseling, Teachers, Pack TV, Web Manager, 09-10 school year	Yearly assembly, Webisodes of Pack TV, Perfect Attendance Awards	Pride of Pack Assembly Attendance incentive prizes	\$3000	ASB, PTSA, Attendance incentive money, GATE
f.	Continue to offer subject-area tutorials in core areas for struggling students.	Staff/ 09-10 School year	Sign in sheets/ evidence of student progress.	Teacher Supplemental Tutoring Rate (\$44/hr)	As needed	Supplemental Instruction
g.	Promote and expand the AVID program	AVID Coordinator, Staff, and Admin/ 09-10 School year	Summer institute participation, AVID syllabi, increased enrollment	Summer institute	\$3000	Lottery AVID

Objective #2

Step	Strategic Actions to Reach Goal	Implementers / Timeline	Progress Evidence/ Evaluation of Goal	Proposed Expenditures	Estimated Costs	Funding Sources
<p>Target Objective: All courses, PLCs groups, and teachers examine their D/F rates and class policies, including grading policies, homework, assessments, and alignments to Standards.</p>						
a.	PLC/subject groups will establish yearly measurable goals which address student achievement and other curricular topics.	PLC-Subject Groups, Department Chairs/ Fall 09	Submitted PLC goals, collaboration time minutes	Collaboration / Staff Development	N/A	N/A
b.	All courses and PLC teams will examine grading policies, assessments, alignment to the standards, and pacing.	PLC groups, Department Chairs/ Fall 09	Submitted collaboration time minutes	Collaboration / Staff Development	N/A	N/A
c.	Each semester PLC groups will review and evaluate D/F rates	Administrators , Department chairs, PLC/Subject groups, Director of Assessment/ 09-10 School year	Submitted collaboration time minutes, curricular and/or support adjustments	Collaboration / Staff Development	N/A	N/A
d.	In each PLC and subject groups connect Graduation Goals (ESLRs) to curriculum.	PLC and subject groups, Department Chairs/ Spring 09 - Fall 09	Submitted collaboration time minutes, WASC evidence submissions	Collaboration / Staff Development	N/A	N/A
e.	Create system to digitally collect yearly goals and collaboration time minutes.	Webmaster Fall 09	System in place	Collaboration / Staff Development	N/A	N/A

Objective #3

Step	Strategic Actions to Reach Goal	Implementers/ Timeline	Progress Evidence/ Evaluation of Goal	Proposed Expenditures	Estimated Costs	Funding Sources
<p>Target Objective: Increasing and strengthening our communication with parents and students through WHHS web site, teacher web sites, parent portal, student portal, and Alert Now system.</p>						
a.	Regularly maintain and update school web site (wolfpack.guhsd.net)	Web Manager, Admin/ 09-10 School year	Regular updates	Web Manager stipend	\$2500	Site
b.	Publish monthly PTSA newsletter with information regarding calendar and grading deadlines	PTSA President, Principal/ 09-10 School year	Newsletter on website and in print.	Printing/mailing cost for first edition.	\$1000	PTSA
c.	Increase access and use to Parent Portal by developing an effective system to provide logins and passwords to parents	Admin, Parents, ITS / Fall 09	Increased use of Parent Portal by parents	N/A	N/A	N/A
d.	Continue traditions of Open House/PACK Day	Admin/ 09-10 School year	Parent attendance counts	N/A	N/A	N/A
e.	Provide regular updates on student progress	District/Teachers	3 week grade monitoring	NA	NA	NA
f.	Continue use of blue slips	Guidance Dept., Teacher/ Fall 09	Sign-in sheet	Copying costs	\$100	Site
g.	Utilize Alert Now and group email to inform parents about important events	Admin Staff/ 09-10 School year	Use by staff	N/A	N/A	N/A

h.	Provide training for teachers to create and maintain teacher websites	Tech Committee, Tech Coordinator, Tech Resources, Admin / August Staff Dev.	Websites up, sign in sheets for trainings	Hourly rate for teacher trainers		Site
i.	Hold the annual HOWL parent night and freshmen orientation	Administration, School Staff, Guidance/ Fall 09	Agenda for evening.	???	???	???

Objective #4

Step	Strategic Actions to Reach Goal	Implementers / Timeline	Progress Evidence/ Evaluation of Goal	Proposed Expenditures	Estimated Costs	Funding Sources
<p>Target Objective: Departments work closer with counseling to ensure proper placement in courses and interventions offered to at risk students in a timely manner.</p>						
a.	Department chairs/program coordinators will continue to meet with counseling to review flow chart of department offerings/ progressions	Department Chairs, Counseling, Admin/ 09-10 School year	Minutes of meeting	N/A	N/A	N/A
b.	Establish liaison between guidance staff and departments	Department Chairs, Counseling/ Fall 09	Counseling responsibilities chart	N/A	N/A	N/A
c.	Develop flow-chart for registering and interventions for EL, RFEP, and IFEP students	ELD Coordinator and VP in charge of EL/ November of	Chart Submitted to Director of EL	hourly	hourly	EIA-LEP

		each year				
d.	Ensure correct placement of EL students based upon achievement and ELA teachers' recommendations	EL Coordinator and counseling/ Prior to classes coming in for scheduling	Recommendation form	1-2 hours for development; dissemination ; collation	1-2 hours	EIA-LEP

Objective #5

Step	Strategic Actions to Reach Goal	Implementers/ Timeline	Progress Evidence/ Evaluation of Goal	Proposed Expenditures	Estimated Costs	Funding Sources
Target Objective: Provide a support system for all EL students that includes parents and school personnel who are informed and dedicated to helping students achieve fluency.						
a.	Develop ELAC; implement four meetings per year	EL Coordinator, District EL Programs Administrator/ 09-10 School year	Approved by-laws, minutes of meetings, and recommendations to Department Chair and SSC regarding related issues	Handouts, copying of materials, production of minutes	Minimal copying costs; refreshment s; hourly for EL coordinator	EIA-LEP
b.	Add a monitoring section for the EL Coordinator	District EL Programs Administrator / Fall 09	Section added to master schedule	Release period for EL Coordinator	.2 FTE	District
c.	Implement EL monitoring system for EL students not in the ELD class.	ELD Coordinator/ Fall 09	Monitor meeting log	None	.2 FTE	District
d.	Ensure correct placement of EL students based	ELD Coord. & counseling/ Prior to	Recommendation form	Collation time (1-2 hours)	hourly	EIA-LEP

	upon achievement and ELA teachers' recommendations	classes coming in for scheduling				
e.	Student file review (freshmen as they become available); Complete reclassification of EL students as necessary after review of appropriate data	ELD Coordinator/ Fall 2008	Checklists of students reviewed, copies of reclassification paperwork; monitoring binders	Reviewer's time; binders; misc. resources	\$1000	EIA-LEP
f.	Purchase support materials for ELD class and other teachers with EL students	EL Coordinator/ Fall 08 - Spring 09	Completed PO, final grades at semester	Books, dictionaries, study guides, paper for printing, toner	\$	EIA-LEP

Multi-year School Improvement Goal/Intervention 3:	All people at West Hills shall be physically and emotionally safe.
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Objective #1

Step	Strategic Actions to Reach Goal	Implementers/ Timeline	Progress Evidence/ Evaluation of Goal	Proposed Expenditures	Estimated Costs	Funding Sources
Target Objective: Make issues of tolerance a priority and develop an ongoing program to address these issues as well as intervention programs to address specific incidents.						
a.	Annual multi-cultural day to celebrate the various cultures from our school and community.	Counseling, Admin/ Every Spring	Increase yearly cultural offerings at the fair/ Evaluation using student assignments from fair.	Supplies for each cultural group and stage and lighting rental	\$3000	MAA, Request from PTSA, ASB, City of Santee, Attendance incentive
b.	Mix-it-up events to bring students together for lunch time meetings to break barriers.	Counseling/ Monthly meetings 09-10 School year	Meeting agendas/follow-up questionnaires of students involved.	Lunch and supplies for meetings	\$1800	Attendance Incentive funds
c.	Implement Ready to Learn Insight Classes and assign students involved in discipline issues regarding racism and bigotry	Counseling, Admin/ classes beginning in Fall 2009.	Students attend 10 insight classes and follow-up groups. Evaluation of students based on improvement	Follow-up Training sessions for Counselors and peer mentors through County office of Education.	TBD	EIA-SCE Funds MAA Funds

			s in behavior			
d.	Annual Unity Day to help create positive change and a brighter school climate	Admin, Counseling/ Sophomores and Juniors September 21-25 2009 Sophomores will take part every year thereafter	Agendas, photos, post event evaluation, decline in harrassment discipline issues as tracked in discipline records.	Facilitator costs, both for event and travel.	\$10,000 year one and \$5000 each followin g year.	EIA-SCE

Objective #2

Step	Strategic Actions to Reach Goal	Implementers/ Timeline	Progress Evidence/ Evaluation of Goal	Proposed Expenditures	Estimated Costs	Funding Sources
	Target Objective: Connect students to school and each other through a common school culture.					
a.	Promote the West Hills Way and Alma Mater via poster contests, advertising, and Pack TV	PACK TV Teacher, Principal, ASB Advisor ongoing	Video Clips, text of messages	Posters for Alma Mater and West Hills Way contest	\$500	Attendance Incentive
b.	Bi-monthly addresses on Pack on topics such as race relations, religious tolerance & sexual orientation	Administration, Telecommunic ations Teacher / Fall 09	Video Clips, text of messages	N/A	N/A	N/A
c.	Increase number of students who	ASB Advisor,	Club and	N/A	N/A	N/A

	participate in WHHS athletics, clubs, and ASB events	Vice Principal in charge of Athletics/ASB/ Ongoing recruiting of students into activities.	athletic rosters. Number of asb cards purchased.			
d.	Select students for Principal's Advisory Committee Kids (PACK)	Principal	Student Roster	Supplies	\$300	Site

Objective #3

Step	Strategic Actions to Reach Goal	Implementers/ Timeline	Progress Evidence/ Evaluation of Goal	Proposed Expenditures	Estimated Costs	Funding Sources
Target Objective: Establish partnerships with communities and parents.						
a.	Establish community education program with West Hills HS, Santana HS, the City of Santee, Santee School District, parents and community members.	Principal Fall 09	Meeting Agendas,	Community Education Events, Guest Speakers,	\$6000	MAA, PTSA, City of Santee
b.	Invite community events to utilize available school resources such as the theater and fields to bring the community to the school.	MSF, Admin, AD/ Fall 09	Facilities Use forms	NA		
c.	Increase volunteer opportunities for parents.	Principal, PTSA				
d.	Improve communication with parents and community.	Admin, Teachers	Use of Alert Now, Wolf Call, Teacher web sites, Coffee with the Principal, Use of social social networking sites (facebook, twitter, etc.)	Web Site training and maintenance School Webmaster stipend	\$5000	PTSA, Hourly Budget,

Multi-year School Improvement Goal/Intervention 4:	All students will have a Post Secondary Plan and Individual Graduation Plan.
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Objective #1

Step	Strategic Actions to Reach Goal	Implementers/ Timeline	Progress Evidence/ Evaluation of Goal	Proposed Expenditures	Estimated Costs	Funding Sources
Target Objective: By June 2011, post graduation goals will be integrated into the school culture.						
a.	100% of class of 2012 will have an IGP and a PSP.	Guidance and student/ June 11	Guidance logs, student surveys	Salary, supplies	TBD by daily rate, \$500 for supplies.	School site FTEs and site general fund.
b.	100% of class of 2010 will have a completed IGP and PSP.	Guidance and student/ December 09	Guidance logs, student surveys	Salary, supplies	TBD by daily rate, \$500 for supplies.	School site FTEs and site general fund.
c.	100% of class of 2011 will have a completed IGP and PSP.	Guidance and student/ June 10	Guidance logs, student surveys	Salary, supplies	TBD by daily rate, \$500 for supplies.	School site FTEs and site general fund.
d.	100% of class of 2013 will have an IGP and by 2012 a PSP.	Guidance and student/ Fall 09	Guidance logs, student surveys	Salary, supplies	TBD by daily rate, \$500 for supplies.	School site FTEs and site general fund.
f.	100% of students will annually	Guidance and	Guidance logs,	Salary, supplies	TBD by daily	School site FTEs

	review with a guidance staff member their PSP and/or IGP.	student/ June 10	student surveys		rate, \$500 for supplies.	and site general fund.
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Objective #2

Step	Strategic Actions to Reach Goal	Implementers/ Timeline	Progress Evidence/ Evaluation of Goal	Proposed Expenditures	Estimated Costs	Funding Sources
Target Objective: By June 2011, students and parents will be provided information about post-graduation options and resources.						
a.	Hold the first annual university/college night with a minimum of 100 families represented at the meeting.	Guidance/ April 10	Advertising/ registration Post college night questionnaire of families	Staff salary, advertising, copying	\$1000	
b.	Hold the first annual PLAN (practice ACT) testing day for 90% of all sophomores.	Guidance/ February 10	Evaluate overall test scores.	Tests	\$6000	District
c.	Promote "GOT PLANS?" college and career fair by wearing college apparel on designated days for week prior to "GOT PLANS?" event.	Guidance, Staff, and Admin./ November 09	Event sign in logs.	Advertising Costs	\$100	Site Funds
d.	Develop a plan for promotion of careers will	Guidance	Event sign up.	Guest speakers	\$2000	

	be developed for West Hills High School.	and Admin./ Fall 09				
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Objective #3

Step	Strategic Actions to Reach Goal	Implementers/ Timeline	Progress Evidence/ Evaluation of Goal	Proposed Expenditures	Estimated Costs	Funding Sources
Target Objective: By June 2010, West Hills High will have a Career Center with appropriate resources.						
a.	Career Center, computers and necessary support materials will be running in Career Center.	Admin, IT Department/ Fall 09	Computers are in place and working	Computers, COWS or Thin Client	\$20,000	TBD via district
b.	Addition of ten computers in the guidance office with a printer.	Admin, IT Department/ June 09	Computers are in place and working	Computers		TBD via district
c.	Appropriate furnishings for Career Center.	Admin, Guidance, Facilities Planner	Career Center is equipped with appropriate furniture for career exploration, research, and small group instruction	Desks, shelves, chairs, tables	\$15,000	Prop H Site Discretionary, District

Form E: Recommendations and Assurances

The school site council recommends this school plan and proposed expenditures to the district governing board for approval and assures the board of the following:

- 4. The school site council is correctly constituted and was formed in accordance with district governing board policy and state law.
- 5. The school site council reviewed its responsibilities under state law and district governing board policies, including those board policies relating to material changes in the school plan requiring board approval.
- 6. The school site council sought and considered all recommendations from the following groups or committees before adopting this plan (*Check those that apply*):

School Advisory Committee for State Compensatory Education Programs

English Learner Advisory Committee

Community Advisory Committee for Special Education Programs

Gifted and Talented Education Program Advisory Committee

Other: Leadership Team

- 7. The school site council reviewed the content requirements for school plans of programs included in this *Single Plan for Student Achievement* and believes all such content requirements have been met, including those found in district governing board policies and in the LEA Plan.
- 8. This school plan is based on a thorough analysis of student academic performance. The actions proposed herein form a sound, comprehensive, coordinated plan to reach stated school goals to improve student academic performance.
- 9. This school plan was adopted by the school site council on: June 19, 2009.

Attested:

<u>Patrick Keeley</u>	_____	_____
Typed name of school principal	Signature of school principal	Date

<u>Matt Norris</u>	_____	_____
Typed name of SSC chairperson	Signature of SSC chairperson	Date