**LCACTC Building Improvement Plan**

**Academics/Student Improvement**

Goal: Develop and enhance all career and technical education programs.

Measurable Objective: Develop and enhance quality educational/instructional programs to improve overall and individual student academic performance.

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| Strategy 1: Strengthen all LCACTC programs | Person Responsible | Start Date | Completion Date |
| Action Steps   1. Review TSA/IRC information for all career center programs (NOCTI--Business, Graphic Arts, Auto and Building Trades, AWS, CNA, CDA, Cisco, MO-ASK) 2. Implement IRC testing in all applicable program areas 3. Practice test taking strategies 4. Implement the Missouri CTE certificate 5. Review and revise curriculum to ensure alignment occurs with state,national and industry standards 6. Evaluate each program area using the common criteria and quality indicators | Teachers, Administrator, Counselor  Teachers, Administrator, Counselor  Teachers, Administrator, Counselor  CTE Certificate Committee, Administrator  Teachers, Administrator, Counselor  Teachers, Administrator, Counselor | 10/2017  4/2018  12/2017  1/2018  1/2018  11/2017 | 2/2018  Ongoing  4/2018  5/2021  Ongoing  Ongoing |

**Highly Qualified Staff**

Goal: Maintain a highly qualified career center staff.

Measurable Objective: Attract, retain, and develop a high-quality staff.

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| Strategy 1: Maintain high-quality staff | Person Responsible | Start Date | Completion Date |
| Action Steps   1. 100 percent of faculty participate in professional development above the local level 2. Celebrate teacher success, provide positive feedback, etc. | Teachers, Administrator, Counselor  Teachers, Administrator, Counselor | 10/2017  10/2017 | 5/2018  5/2018 |

**Health, Facilities, and Safety**

Goal: Maintain all career center facilities.

Measurable Objective: Ensure all facilities are safe and adequate to fulfill the purpose of our educational mission and vision.

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| Strategy 1: Continue to maintain and improve current facilities. | Person Responsible | Start Date | Completion Date |
| Action Steps   1. Develop a rotational plan to ensure equipment is repaired/replaced/updated 2. Bi-annual safety check of all equipment | Teachers, Administrator, Counselor  Teachers, Maintenance | 2/2018  10/2017 | 5/2018  5/2018 |

**Technology/Library/Media**

Goal: Keep up-to-date with all aspects of technology.

Measurable Objective: Keep up-to-date with technology hardware, software, application and support.

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| Strategy 1: Improve technology in the LCACTC | Person Responsible | Start Date | Completion Date |
| Action Steps   1. Apply for enhancement grant to continue improving technology in content areas 2. Develop rotational plan for technology | Teachers, Administrator, Counselor  Teachers, Administrator, Counselor | 12/2017  1/2018 | 3/2018  5/2018 |

**Business/Leadership**

Goal: Responsibly manage all career center programs.

Measurable Objective: Proactively and responsibly manage district growth, finances and support services to improve student achievement.

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| Strategy 1: Manage all LCACTC programs | Person Responsible | Start Date | Completion Date |
| Action Steps   1. Create a marketing plan 2. Pursue grants and fundraising opportunities applicable to career center 3. Implement internship opportunities for students | Teachers, Administrator, Counselor  Teachers, Administrator, Counselor  Teachers, Administrator, Counselor | 12/2017  12/2017  1/2018 | 3/2018  Ongoing  Ongoing |

**Community Members and Parents**

Goal: Improve career center communication with internal and external partners.

Measurable Objective: Improve internal and external stakeholder communication, involvement, and partnership.

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| Strategy 1: Promote communication, involvement, and partnership | Person Responsible | Start Date | Completion Date |
| Action Steps   1. LCACTC along with CTSO’s participate in community events to promote and publicize student achivements(s) and program goals 2. Continue to build positive community member and parent relationships; field trips, guest speakers, host career fairs, and post graduation follow-up 3. LCACTC will hold annual advisory committee meetings with external stakeholders 4. LCACTC will utilize several types of communications; newspaper, school website, email, phone calls, and 1st/3rd quarter parent conferences | Teachers, Administrator, Counselor  Teachers, Administrator, Counselor  Teachers, Administrator, Counselor  Teachers, Administrator, Counselor | 10/2017  09/2017  1/2018  10/2017 | Ongoing  Ongoing  2/2018  Ongoing |