

2007-2008 Initiatives

Laboratory Schools, Illinois State University

Area	Outcome(s)	Completion Date	Responsibility
School Safety	Update School Safety Plans	September 30, 2007	Kathy Taylor/Steve Wilder Keith Gerhand/Bob Dean Chuck Scott/Gary Mangina
	Conduct 2 nd Tabletop Exercise	November 15, 2008	
	Install Electronic Locks on exterior doors at U-High	January 1, 2008	
	Relocate non lab school depts. to 3 rd floor of Fairchild Hall	December 31, 2008	Chuck McGuire/Ed Ramos
	Renovate vacated office space on 1 st floor of Fairchild and relocate spec. ed. staff	July 31, 2008	Contractor/Metcalf Staff
	Install barriers to isolate Metcalf students	July 31, 2008	Contractor/Facilities Management
	Renovate middle school classroom space at Metcalf	July 31, 2008	Contractor/Facilities Management
	Add additional AED Units to both schools & provide training	December 1, 2007	Patty Love/Patti Koranda
Explore emergency notification systems	March 31, 2008	Bob Dean/CAC	
Technology	Implement and evaluate phase two of the U-High laptop initiative	March 31, 2008	Jim Kurz/Jeff Hill/Bob Dean/Faculty
	Renovate technology/engineering space	August 15, 2008	Bob Dean/Jeff Hill/Faculty/ Facilities Planning
	Develop HILIA assistive technology program	May 31, 2008	Jodi Nibbelin/Kristi Sanders

Curriculum	Develop recommendations for foreign language offerings	February 1, 2008	Amy Coffman/Jim Potter/Bob Dean
	Develop common expectations & assessments for K-12 P.E. program	June 30, 2008	Amy Coffman/Jeff Hill/Kim Walker Smith/Faculty
	Establish priorities for K-12 guidance program	June 30, 2008	Amy Coffman/Jeff Hill/ Guidance Counselors
	Develop recommendations for middle school course offerings	March 1, 2008	Amy Coffman/Kathy Taylor/Jim Allen/Faculty
	State testing target - 90% of students meet & exceed state standards	May 31, 2008	All
	Integrate library services into the instructional program	May 31, 2008	Brenda Thompson/Anita Beaman/Faculty
	Evaluate the preschool program	March 31, 2008	Bob Dean/Amy Coffman/Faculty
	Review driver's education program in light of new state requirements	December 31, 2007	Wendy Smith/Jeff Hill/Faculty
Personnel	Conduct Metcalf principal search	April 15, 2008	Bob Dean
	Review core expectations related to faculty evaluation/professional development	April 1, 2008	Amy Coffman/Jeff Hill/Faculty
	Mentor new hires	Ongoing	Administration/Faculty
	Pilot AESOP with substitute teachers	May 31, 2008	Amy Coffman/Kathy Taylor/Jim Allen/Faculty
	Complete faculty associate salary study	March 31, 2008	Bob Dean
Clinical Experiences	Implement year two of the internship program at U-High (6 interns)	May 31, 2008	Jeff Hill/Faculty
	Reinstitute the internship program at Metcalf	May 31, 2008	Amy Coffman/Bob Dean/Faculty
	Improve conferencing skills of new Faculty	May 31, 2008	Jeff Hill/Amy Coffman
	Meet with campus department chairs	May 31, 2008	Jeff Hill/Amy Coffman

Fundraising	Special 150 th activities	February 28, 2008	All
	U-High homecoming celebration	September 28, 2008	Bob Dean/Jeff Hill/Gail Lamb/Alumni Association
	Conduct annual Telefund	May 31, 2008	Adam Goduto/Bob Dean
	Donor cultivation/recognition/follow-up	June 30, 2008	Gail Lamb/Bob Dean/Jeff Hill