

# Memo

**To:** Michael Green  
**From:** John Shoup  
**CC:** School Board members  
**Date:** 6/23/10  
**Re:** Annual Review

---

Here is a summary of our year at Woodland High School, specifically addressing several of the school board goals. I trust you will find this information helpful.

I have decided to address each the first three goals individually as these pertain to the building level most directly:

Goal #1:

*The FIRST priority of our school system will be student learning. To this end it is our goal that every student will be taught by skilled, high-quality teachers who provide effective and high-quality instruction, and who are equipped with necessary tools and training.*

*Elements of this goal will consider:*

*\*Effective Hiring practice:* We did have one hire at the high school this year. It was a one-year only math hire to replace Kari Debower. We are excited about the addition of Dave Melcher from Redding California. We used very traditional approaches to hire Dave which included screening, phone references and interviews with a team of teachers and administrators and then a final interview with the superintendent.

*\*Effective professional development, including expansion of support for National Board Certification of Teachers:* We have as many as 5 teachers planning to pursue their National Boards next year and I am excited to have so many from the high school pursuing this intensive professional development program. As for other professional development programs, we are struggling to find continuity with an organized program. We do have pockets of teachers still using and working with CRISS strategies, but overall our Monday work has been focused on department collaboration meetings. Those meeting have been to develop common assessments, alignment of standards to teaching and the sharing of excellent instructional strategies.

*\*Effective evaluation, mentorship, and other practices to assist employees:* Dan and I did a much better job this year of getting our evaluations done in a timelier manner. We still need help and support to make our evaluations a more effective strategy to improve instruction though. Although we meet with staff and consult with them regarding their evaluations, we find that our drop in visits and subsequent conversations with staff are more effective than our annual evaluation write ups to improve instruction.

I do believe Dan and I do a good job of comforting staff members when we have concerns about their job performance. As for mentoring employees, only Brent LiaBraaten is somewhat new and although we do not have a formal process for 2<sup>nd</sup> year teachers, I believe he is well connected and supported.

*\*Ongoing evaluation of curriculum and technology tools:* As you know, we spent the entire school year working with our administrative team to address our curricular and instructional practices in math. This has led us to the Evergreen School district and the adoption of their curricular support for Integrated I and Integrated II at the high school. I am pleased with this new direction in math. As for our other departments, we have added a new course in science (Human Anatomy and Physiology). Also, as part of our department meetings, I have asked that each course have a staff leader in charge of making sure we have power standards and common assessments for each course. As a result, there was much work done this year on curriculum and assessment alignment in all of our courses. As for technology tools, we did not add or change much this year, but I still believe we are “ahead” of many districts our size in our use and incorporation of instructional technology.

I also wanted to mention that our early HSPE scores indicate solid performances from our students in reading and writing, but math was much lower this year. However, it appears the entire state was down considerably in math and I anticipate our math scores being at or above state average, but well below the AYP standard.

#### Goal #2:

A Quality learning environment is important to effective learning.

*Elements of this goal to consider:*

*\*School and District buildings will be maintained in a high standard of cleanliness, safety, and order:*

Although I believe our school is generally safe for students, the cleanliness of the overall school is an issue. I am frustrated that many of students don’t seem to pick up after themselves or when kids in our community “tag” the school or otherwise vandalize our property. We also have the issue of the gym and locker rooms which are in need of a complete overhaul and face lift to help our students be proud again of our school. I believe our custodial staff does a nice job of trying to keep the school clean, but this is an area that does indeed frustrate me. I want our kids to give us a world class effort and therefore I want our facility to be world class.

*\*Ongoing and timely preventative maintenance will be performed:* I believe this is occurring.

*\*Replacement of the current Woodland High School will be a priority:* I will be out front with the school board to help make this a reality. I believe our declining enrollment issues in the district would be reversed quickly with the building of a new high school.

#### Goal #3:

Our schools will provide opportunities for students to be exposed to and acquire twenty-first century career options and work skills. The District will explore opportunities to enhance career and technical education of students through

*\* Effective partnerships with Community Colleges, business, industry, the Clark County Skills Center, and professional organizations and individuals:* This is an area of growth for our high school. We do well partnering with the Skills Center, and are growing our partnerships with LCC, but I believe we still could do much better with our local businesses and finding ways to upgrade our CTE offerings at

Woodland High School. I appreciate the efforts of our staff, but some of our programs just do not translate to successful transitions to work based programs. I would like to see a CTE director focused on this work help move us forward.

\* Adjustment and/or enhancement of career and technical education offerings in our secondary schools: See above comments.