

FINAL DRAFT
STANDARDS OF QUALITY

COMPREHENSIVE PLAN

FOR

AUGUSTA COUNTY PUBLIC SCHOOLS

2011-2012 2013-2014 2015-2016

2012-2013 2014-2015 2016-2017

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Introduction

The Comprehensive Plan is designed to support educational progress for the students served in Augusta County. The Comprehensive Plan reflects input from various personnel including the School Board, Superintendent, staff, principals, teachers, and citizens. The document is founded on the Standards of Quality as well as local school board philosophy.

The Comprehensive Plan is submitted pursuant to § 22.1-253.13:6 of the Code of Virginia. The document is a comprehensive, unified, long range plan based on data collection, analysis, and evaluation. The development process is a continuous cycle of input from staff and the school community. As stipulated in the Code of Virginia, the School Board revises the plan biennially in an effort to revise and adopt revisions. In addition, a report is presented by the School Board to the public by November 1 of each odd-numbered calendar year on the extent to which the objectives of the division's Comprehensive Plan have been met during the previous two school years.

The Comprehensive Plan document reflects the implementation process that the division follows in fulfilling the mandates of the Standards of Quality. Various strategies selected to achieve each of the goals are indicated. Likewise, the department or committee responsible for the goals is named and possible assessment measures listed.

Presented and Approved by the
Augusta County School Board
on



Date

Status Report of Comprehensive Plan,
2009-2010 through 2014-2015, was
presented to the School Board and Public
on October 6, 2011

**ORGANIZATION FOR DEVELOPING AUGUSTA COUNTY'S SOQ
COMPREHENSIVE PLAN**

2011-2012	2013-2014	2015-2016
2012-2013	2014-2015	2016-2017

**S.O.Q. PLANNING COUNCIL
S.O.Q. ADVISORY COMMITTEES**

COMPREHENSIVE SCHOOL PLANS

ADVISORY COMMITTEES

**Instruction and Curriculum
Staff Preparation and Development
Personnel
Students with Special Needs
School Accreditation and Evaluation
Attendance Areas/Student Enrollment**

MEMBERSHIP OF S.O.Q. PLANNING COUNCIL

Mr. George R. Earhart	Assistant Superintendent for Administration
Dr. Chuck Bishop	Division Superintendent
Mr. John Matherly	Director of Instruction
Dr. John L. Ochletree, Jr.	School Board Member
Mr. Tim Z. Swortzel	School Board Member

**DIVISION TIMELINES FOR DEVELOPING
THE AUGUSTA COUNTY COMPREHENSIVE PLAN**

JANUARY/FEBRUARY 2012	PRINCIPALS WILL RECEIVE INFORMATION REQUESTING INPUT FROM THEIR SCHOOLS AND SCHOOL COMMUNITY FOR INCLUSION IN THE DIVISION PLANS.
JUNE 2012	ALL PRINCIPALS SUBMIT INPUT FROM SCHOOLS AND SCHOOL COMMUNITY TO ASSISTANT SUPERINTENDENT FOR ADMINISTRATION.
AUGUST 2012	THE ADMINISTRATIVE AND SUPERVISORY STAFF WILL DEVELOP A ROUGH DRAFT OF THE PROPOSED PLAN.
SEPTEMBER 2012	DRAFT PLAN AVAILABLE FOR COMMUNITY AND PUBLIC REVIEW
OCTOBER 2012	COMMITTEE WILL CONSIDER ANY PLAN SUGGESTIONS FROM THE COMMUNITY AND PUBLIC. PLAN SUBMITTED TO SCHOOL BOARD FOR REVIEW.
NOVEMBER 2012	CONDUCT A PUBLIC HEARING WITH AN ANTICIPATED FINAL APPROVAL BY THE SCHOOL BOARD.
NOVEMBER 2013	PRESENT A FINAL ASSESSMENT REPORT TO THE PUBLIC AND SCHOOL BOARD ASSESSING THE TWO PREVIOUS SCHOOL YEARS.

Standard of Quality Comprehensive Plan for Augusta County

I. Designated “Lead” Person to Coordinate the Goal Assessment Process

GOAL 1.0: - Basic Skills	Wendy G. Chandler & Tina S. Kiracofe
GOAL 2.0: - Testing and Measurement	Gordon H. Mowen
GOAL 3.0: - Career Preparation	Lisa M. Shifflett
GOAL 4.0: - Education for Students with Disabilities	Patricia A. Devitt
GOAL 5.0: - Gifted and Talented	Ron Abernathy
GOAL 6.0: - Alternative Education	Lisa M. Shifflett & Gordon H. Mowen
GOAL 7.0: - Technology Component	John L. Matherly
GOAL 8.0: - Personnel	Eric W. Bond
GOAL 9.0: - Staff Preparation and Development	Jill R. Martin
GOAL 10.0: - Accreditation and Evaluation	George R. Earhart & John L. Matherly
GOAL 11.0: - Planning and Public Involvement ...	George R. Earhart & John L. Matherly
GOAL 12.0: - Update the Administrative Policy Manual	George R. Earhart
GOAL 13.0: - Planning for Enrollment Changes	Eric W. Bond

PHILOSOPHY AND EDUCATIONAL GOALS OF THE AUGUSTA COUNTY PUBLIC SCHOOLS

The Augusta County Public Schools believe that education is a continuous developmental process. The schools share responsibility for that process with the home, the church, and the community. We believe that all educational programs under the direction of the division must be related to the larger community, which it serves.

The continuous developmental process involves the creation of communication skills and a disciplined system of thought and problem solving. It involves the cultivation of an inquiring mind, the desire for knowledge, the respect for learning, and rational attitudes toward learning and change. It further involves the adoption of values, which hold that each individual has merit among mankind and that we provide the opportunity for each child to develop to the greatest possible extent a positive view of himself and his fellow man. We further believe our schools should provide the opportunity for each individual to become a responsible, trustworthy, compassionate member of our society who contributes to the social, political, ecological, economic, cultural, and spiritual advancement of mankind according to his own individual abilities. This includes a sensitivity to individual differences such as disability, culture, religion, and gender.

The Augusta County School Division subscribes to continuous progress and a sequentially developed approach in acquiring basic academic and career and technical skills, competencies and attitudes, preparing students for further education, and/or the world of work. The division supports a positive teacher-pupil-parent relationship as important to the enhancement of the learning process with adequate and varied materials, instructional strategies, and resources for extending the individual's potential for learning.

We believe that learning is an active not a passive process and must involve participation in tasks rather than mere absorption of information. This should lead to a change in pupil behavior. We believe that individualized instruction is a realistic step-by-step procedure in achieving this goal. The division recognizes and accepts the different cognitive and affective needs within the classroom and subscribes to the creation of experiences for meeting individual learning needs of pupils.

We believe that the middle school concept best meets the cultural, mental, emotional, and physical growth needs of that age child, and that this references the student in that growth continuum bounded by late childhood or pre-puberty, and extending through the early stages of adolescence. We affirm the need for curricular emphases upon the concepts of the least restrictive environment, appropriate freedom of action, appropriate independent learning, and flexibility and minimized rigidity. We believe, therefore, that a structural articulation of grades six through eight best encompasses and accommodates the learning environment requirements peculiar to the needs of the middle school child.

The Augusta County School Division endorses the same philosophy and goals for quality education as adopted by the Commonwealth of Virginia and as stated in Standards of Quality and Objectives for Public Schools in Virginia. We ensure compliance with all state and federal regulations regarding students with disabilities. The Augusta County Public Schools are committed to the following educational goals:

1. Develop competence in the basic learning skills;
2. Develop the intellectual skills of rational thought and creativity;
3. Acquire knowledge and process skills of science and technology;
4. Acquire broad knowledge and understanding of the humanities;
5. Progress on the basis of achievement;
6. Graduate from high school and qualify for further education and/or employment;
7. Develop personal standards of ethical behavior and moral choice;
8. Participate in society as a responsible family member and citizen;
9. Develop a positive and realistic concept of self and others;
10. Acquire an appreciation for and sensitivity to people of diverse ethnic and racial groups;
11. Practice sound habits of personal health and physical fitness;
12. Enhance and protect the quality of the environment;
13. Develop skills, knowledge, and attitudes regarding the arts; and
14. Acquire a basic understanding and appreciation of democracy and the free enterprise system.

BASIC SKILLS

GOAL 1.0: TO DEVELOP, TO THE HIGHEST DEGREE, EACH STUDENT'S POTENTIAL IN THE ESSENTIAL SKILLS AND CONCEPTS OF COMMUNICATION, MATHEMATICS, SCIENCE AND SOCIAL STUDIES.

- OBJECTIVE 1.1:** Each school year, teachers and support staff shall assume responsibility for the promotion and instruction of language arts, social studies, science, and mathematics as it pertains to their instructional assignments.
- OBJECTIVE 1.2:** All Augusta County School personnel shall promote and allow for the maximum amount of unencumbered learning time for all students in all core subjects.
- OBJECTIVE 1.3:** All students in grades K-12 will receive core developmental instruction at a pace that takes into account student ability, student achievement, and approved pacing guides, and also utilizes appropriate instructional techniques.
- OBJECTIVE 1.4:** Mathematics instruction will focus on helping all students value mathematics, become mathematical problem solvers and be actively involved in "doing" as well as "knowing" mathematics.
- OBJECTIVE 1.5:** Students will use paper & pencil, mental math techniques, appropriate manipulative, estimation strategies, calculators, and computers for processing information and performing calculations.
- OBJECTIVE 1.6:** All schools in Augusta County shall strive to have 100% of all students tested pass SOL assessments and score above the national and state average on norm-referenced tests.
- OBJECTIVE 1.7:** The language arts program shall be continually evaluated for effectiveness by both formal and informal measures including teachers' judgment of student progress and achievement.
- OBJECTIVE 1.8:** Students in grades K-12 will receive quality language arts instruction, which is paced according to student ability and achievement, and which utilizes suitable instructional techniques as evidenced in lesson plans and classroom observations, and formative assessments.
- OBJECTIVE 1.9:** Students will engage in learning that includes hands on activities and kits in science, mathematics, social studies, and language arts in order to develop reasoning, problem solving, and knowledge.
- OBJECTIVE 1.10:** Students will be provided developmental instruction in the areas of History and Social Science, Technology and Science (K-12) in accordance with the Standards of Learning.
- OBJECTIVE 1.11:** Summer School shall be provided for elementary, middle, and high school students who demonstrate a need for remedial instruction in the core curriculum areas.
- OBJECTIVE 1.12:** School Improvement Teams will strive to maximize student achievement and exceed accreditation criteria through regular data analysis.

OBJECTIVE 1.13 Students will be provided early interventions in Language Arts and Mathematics in order to maintain instructional levels

OBJECTIVE 1.14: Reading instruction, supported by necessary staff development, materials, program, and personnel, will be a priority at all levels, Grades K-12, with the goal of all students reading at a minimum of 8th grade reading level upon graduation.

RESPONSIBILITY: Director of Instruction
Curriculum Supervisors
Principals of Elementary, Middle, and High Schools

DOCUMENTATION: Classroom Observations
Lesson Plans
Title I Plan
Staff Development Activities
Test Results
Language Arts Assessment School Report
Program for Excellence and Achievement K-5 (PEAK-5)
Assessment Record

TESTING AND MEASUREMENT

GOAL 2.0: TO CONDUCT ANNUALLY, A TESTING PROGRAM TO MEET THE STANDARDS PRESCRIBED BY THE STATE BOARD OF EDUCATION AND THE AUGUSTA COUNTY SCHOOL BOARD.

OBJECTIVE 2.1: Administer annually, criterion-referenced testing that will provide students, teachers and the school division with help in assessing educational needs of students in grades K-12. Standards of Learning (SOL) Assessments at grades 3 through 8 and end of course will encompass Science, Mathematics, English, History and Social Sciences, at each level. Passage of such SOL Assessments throughout the student's school career will determine the eligibility for a standard or advanced diploma in the state of Virginia.

OBJECTIVE 2.2: Offer options for students to participate in career assessments of interests and abilities (IDEAS, Virginia Career View) in order to develop an educational plan for pursuit of post-secondary goals.

OBJECTIVE 2.3: Offer the PSAT, SAT I and SAT II, as well as the ACT (Achievement Tests), and the Advanced Placement Course Exams to students in grades 9-12 on dates prescribed by the College Board.

OBJECTIVE 2.4: Administer the PALS (Phonological Awareness Literacy Screening) assessment in grades K-3 in both fall and spring. This state endorsed assessment indicates each child's literacy skill development and helps to determine the need for remediation services.

OBJECTIVE 2.5: Administer the Gates standardized test to grade 3-5 students. This test will provide achievement data on all students to assist with Response To Intervention (RTI) and gifted education. Baseline data will also be provided for students as they enter SOL testing years in order to assist in remediation, grouping and other instructional decision making.

OBJECTIVE 2.6: Test data will be disaggregated annually to provide appropriate information to improve student achievement.

RESPONSIBILITY: Division Superintendent
Director of Instruction
Curriculum Supervisors
Supervisor of Testing
Principals, Assistant Principals, and Guidance Counselors

DOCUMENTATION: Student's Scholastic Records (Standardized Record Cards)
Test Results on file in Schools and Central Office

CAREER PREPARATION

GOAL 3.0: TO PROVIDE A PROGRAM OF CAREER PREPARATION TO MEET THE NEEDS OF THE YOUTH AND ADULTS OF AUGUSTA COUNTY.

- OBJECTIVE 3.1:** Equal opportunities will be assured in career and technical education programs as the Augusta County School Board does not discriminate on the basis of race, color, national origin, religion, age, disability, or gender in its programs and activities.
- OBJECTIVE 3.2:** The Career and Technical Advisory Council will assist in the development and maintenance of the entire career/technical education program.
- OBJECTIVE 3.3:** Extensive adult course offerings will be available through a comprehensive adult program.
- OBJECTIVE 3.4:** Beginning in the 2011-2012 school year all 7th grade students, in association with their school counselor and with parental input, will prepare an academic and career plan to be updated annually.
- OBJECTIVE 3.5:** A safety committee will inspect all career and technical labs to assure and verify that proper health and safety standards are met.
- OBJECTIVE 3.6:** Dual enrollment for career and technical program offerings between secondary and post-secondary will be established and implemented through participation with the local Tech Prep consortium and area colleges/universities.
- OBJECTIVE 3.7:** Students in all career and technical programs will have access to computers to use in relation to their curriculum area.
- OBJECTIVE 3.8:** A local system of follow up of completers of career and technical programs will be an annual process.
- OBJECTIVE 3.9:** In-service education for all professional career and technical education personnel will be available as evidenced by their participation in conferences, workshops, non-credit and/or credit courses.
- OBJECTIVE 3.10:** State Standards and Measures for Career and Technical Education will be met or exceeded. These include Academic Achievement, Occupational Competence, Non Traditional Career Preparation, Secondary School Completion, and Successful Transition.
- OBJECTIVE 3.11:** Ensure that career and technical courses are aligned with SOL and Industry Certifications.

RESPONSIBILITY: Principal of Valley Vocational Technical Center (VVTC)
Supervisor of Career and Technical Education
Chairpersons of Career and Technical Advisory Committees
Coordinator of Apprenticeship Training
Coordinator of Adult Learning Center

Articulation Committees
Follow-up Committees
Director of Instruction

DOCUMENTATION:

Middle School Career and Technical Offerings
Career Days
Career Fairs
Integration into Regular Curriculum
School Counseling Programs
Minutes of Advisory Meetings
School Inspection Reports
Annual VDOE Career and Technical Educational Performance Report
Records of Kunder.com® usage in Middle and High Schools

EDUCATION FOR STUDENTS WITH DISABILITIES

GOAL 4.0: TO LOCATE AND PROVIDE AN APPROPRIATE EDUCATION AT PUBLIC EXPENSE FOR CHILDREN WITH DISABILITIES FROM BIRTH TO 22 YEARS

OBJECTIVE 4.1: Conduct Child Find activities to locate and identify children with special needs in the community.

OBJECTIVE 4.2: Coordinate with Infant and Toddler Connection of Augusta-Highland to assure successful transition for children from Part C to Part B.

OBJECTIVE 4.3: Continue to collaborate with all Preschool funding sources to develop effective Preschool Programs for at-risk children-in their home school.

OBJECTIVE 4.4: Develop a Special Education Plan with documented assurances, policies, and applications in accordance with the requirements of the Regulations Governing Special Education Programs for Children with Disabilities in Virginia.

OBJECTIVE 4.5: Continue to investigate community supports and placements for Post High students to enhance successful transition to the community.

RESPONSIBILITY: Director of Pupil Services
Preschool Supervisor

DOCUMENTATION: Augusta County School Board Policies
Annual Plan for Special Education
Individual Education Program
Infant and Toddler Online Tracking System
Child Study Report

GIFTED AND TALENTED

GOAL 5.0: TO PROVIDE AN AUGUSTA COUNTY GIFTED AND TALENTED PROGRAM IN ACCORDANCE WITH THE STATE GIFTED AND TALENTED PLAN.

OBJECTIVE 5.1: Review annually the local five year plan for gifted education in accordance with the State plan and regulations for gifted education.

- 5.1.1 Purchase materials for schools to use in support of gifted education.
- 5.1.2 Provide funds to each school for the implementation of differentiated educational opportunities and staff development within budget guidelines.
- 5.1.3 Encourage students to participate in approved county, state, or national level gifted and talented activities.
- 5.1.4 Provide county-wide Summer Enrichment Programs.

RESPONSIBILITY: Director of Instruction
Supervisor for Gifted/Talented
School Gifted/Talented Coordinators
Classroom Teachers

DOCUMENTATION: Augusta County Gifted/Talented Plan
Gifted/Talented Budget
School Gifted/Talented Programs
School Staff Development Plans
Lesson Plans
Scholastic Records

ALTERNATIVE EDUCATION

GOAL 6.0: TO PROVIDE EDUCATIONAL ALTERNATIVES FOR STUDENTS WHOSE NEEDS ARE NOT MET IN THE REGULAR INSTRUCTIONAL PROGRAM.

OBJECTIVE 6.1: By October 1 of each year, a review of the student population will be completed to verify that students age 14-18, who are academically deficient and unable to function in a regular program will be determined eligible for an alternative training program.

OBJECTIVE 6.2: Maintain an Individual Student Alternative Education Program in each Augusta County high school.

OBJECTIVE 6.3: Implement an alternative education program in each high school that provides small class size, an alternative daily schedule and the opportunity to earn standard Carnegie credits through a competency-based instructional program. Emphasis will be placed on the delivery and management of instruction through online tools.

OBJECTIVE 6.4 Implement and maintain an off-site alternative school.

RESPONSIBILITY: Director of Instruction
Assistant Superintendent for Administration
Supervisor of Career and Technical Education
Supervisor of Testing
Alternative Education Administrator
Principals of Middle, High and VVTC Schools
School Counselors

DOCUMENTATION: High School Alternative Education Program Documentation of credits earned and enrollment
High School Apprenticeship Program - VVTC
Genesis Alternative School Participation
Individual Student Alternative Education Program (ISAEP) Documentation of enrollment, GEDs earned and vocational completion

TECHNOLOGY COMPONENT

GOAL 7.0: TO INCREASE TECHNOLOGY OPPORTUNITIES FOR STUDENTS, TEACHERS, AND STAFF

- OBJECTIVE 7.1:** Assess annually the technology needs of each school and Central Office.
- OBJECTIVE 7.2:** Provide a Division Technology Plan consistent with the State plan.
- OBJECTIVE 7.3:** Provide in-service opportunities for teachers and staff in the area of technology.
- OBJECTIVE 7.4:** Integrate technology into the curricula.
- OBJECTIVE 7.5:** Automate and network Technology Center with classrooms in accordance with the Augusta County Public Schools Network Internet Account.
- OBJECTIVE 7.6:** Ensure that each graduate has the technology skills to successfully compete in the employment market expected in the 21st century.

RESPONSIBILITY: Director of Instruction
Augusta County Technology Staff
Instructional Technology Resource Teachers (ITRT)

DOCUMENTATION: Technology Plan
In-service Agendas
Inventories
Curriculum Guides
Committee Minutes
Teacher Technology Verification

PERSONNEL

GOAL 8.0: TO EMPLOY AND ASSIGN THE APPROPRIATE NUMBER OF CERTIFIED PERSONNEL TO PROVIDE INSTRUCTION FOR THE APPROVED PROGRAMS OF STUDY.

OBJECTIVE 8.1: Budget for a number of instructional positions to exceed rather than merely meet Board of Education ratio standards.

OBJECTIVE 8.2: Recruit and hire certified applicants for all vacant positions.

OBJECTIVE 8.3: Continue local efforts to have all personnel satisfy license renewal requirements in a timely fashion.

OBJECTIVE 8.4: By January 1, the actual elementary pupil teacher ratios by schools will be presented to the School Board.

RESPONSIBILITY: Assistant Superintendent for Personnel

DOCUMENTATION: Accreditation Reports
Superintendent's Annual Report
Personnel Records
Teacher Technology Verification

STAFF PREPARATION AND DEVELOPMENT

GOAL 9.0: TO PROVIDE A PROGRAM OF PROFESSIONAL DEVELOPMENT FOR INSTRUCTIONAL PERSONNEL. THIS PROGRAM SHALL BE DESIGNED TO HELP INSTRUCTIONAL PERSONNEL INCREASE PROFICIENCY IN DISCHARGING THEIR RESPONSIBILITIES.

- OBJECTIVE 9.1:** The Augusta County School System will provide an on-going professional development program for administrators, supervisors, teachers and other school board personnel.
- OBJECTIVE 9.2:** The staff development program will be assessed annually to determine needs. Programs will then be designed to meet the assessed needs.
- OBJECTIVE 9.3:** Principals shall establish school-based staff development programs.
- OBJECTIVE 9.4:** A staff development-training program for new school personnel will be implemented.
- OBJECTIVE 9.5:** The county and individual schools will continue a staff development program for differentiation of instruction.
- OBJECTIVE 9.6:** The county and individual schools will continue to conduct staff development to assist the implementation of the Virginia Standards of Learning.
- OBJECTIVE 9.7:** A staff development-training program for middle school and high school personnel will be implemented.
- OBJECTIVE 9.8:** The county and individual schools will conduct staff development to ensure the fulfillment of the No Child Left Behind regulations.
- OBJECTIVE 9.9:** Mentor training will be provided to Clinical Faculty to ensure on-going support of new teachers.
- OBJECTIVE 9.10:** The county will provide assistance to all new teachers by assigning them a mentor at their home school
- OBJECTIVE 9.11:** The county will provide a Career Enhancement Apprenticeship program for support staff.

RESPONSIBILITY: Director of Instruction
Curriculum Supervisors
Principals of Elementary, Middle, and High Schools

DOCUMENTATION: Principals' Staff Development Plans
School Calendar
Record of Staff Development Activities
Needs Assessment Forms
Staff Development Evaluation Forms
Teacher Technology Verification

ACCREDITATION AND EVALUATION

GOAL 10.0: TO FILE ANNUALLY WITH THE DEPARTMENT OF EDUCATION ACCREDITATION REPORTS FOR ALL SCHOOLS.

OBJECTIVE 10.1: Discuss and review accreditation standards with the Central Office Administrative Team and principals.

OBJECTIVE 10.2: Assist the principal in preparing and filing the accreditation report with the Division Superintendent for final approval.

OBJECTIVE 10.3: Submit preliminary accreditation report to State Department.

OBJECTIVE 10.4: Verify the Department of Education's Accreditation Report.

RESPONSIBILITY: Division Superintendent
Assistant Superintendent for Administration
Director of Instruction
Curriculum Supervisors

DOCUMENTATION: Accreditation Reports
School Reports

PLANNING AND PUBLIC INVOLVEMENT

GOAL 11.0: TO INVOLVE THE COMMUNITY IN PLANNING FOR THE SCHOOL DIVISION

OBJECTIVE 11.1: The division's short and long range goals are annually developed based upon data collection, analysis, and evaluation with input from central office staff, school personnel, representatives of parent organizations, and school community.

OBJECTIVE 11.2: By September 1 of each year, the Superintendent will prepare a list of committees to be appointed by the Augusta County School Board to make plans for the division.

OBJECTIVE 11.3: By October 1 of each year, the ACEA will be invited to select members whose responsibility will be to serve on committees, which will provide input into the planning of programs and goals for Augusta County Schools.

OBJECTIVE 11.4: The Comprehensive Plan for Augusta County will be reviewed and updated as required by law. Central Office staff members, principals, teachers, curriculum advisory boards, parent organizations, and community members will be involved in the planning process. A report on the status of the Plan's progress will be presented to the School Board during November of each odd numbered year.

RESPONSIBILITY: Division Superintendent
Assistant Superintendent for Administration
Director of Instruction
Central Office Staff

DOCUMENTATION: Comprehensive Plan
School Comprehensive Plans
School Board Minutes
Committee Minutes

UPDATE THE ADMINISTRATIVE POLICY MANUAL

GOAL 12.0: TO REVIEW, UPDATE AND REVISE THE AUGUSTA COUNTY ADMINISTRATIVE MANUAL INCLUDING CODE OF CONDUCT AND ATTENDANCE

OBJECTIVE 12.1: During each school year, the Augusta County Administrative Manual will be reviewed and updated.

- 12.1.1 By August 1 of each year, the Assistant Superintendent for Administration will be responsible for the assignment and completion of policy reviews.
- 12.1.2 Working drafts will be completed by the appropriate personnel and turned in to the Assistant Superintendent for Administration by June 1 of each year or revised as needed.
- 12.1.3 Within one month of Board action, new policies and/or regulations will be available in the Augusta County Administrative Manual.

RESPONSIBILITY: Assistant Superintendent for Administration

DOCUMENTATION: Augusta County Public Schools Administrative Manual
Agendas
School Board Minutes

PLANNING FOR ENROLLMENT CHANGES IN AUGUSTA COUNTY

GOAL 13.0: TO FORECAST ENROLLMENT CHANGES IN AUGUSTA COUNTY AND PLAN FOR MANAGING THOSE CHANGES.

OBJECTIVE 13.1: Enrollment changes will be evaluated on a continuous basis and the Board will be advised of significant changes.

OBJECTIVE 13.2: An annual enrollment report will be compiled and presented in November.

OBJECTIVE 13.3: A working relationship with the County Planning and Zoning Office will be maintained.

OBJECTIVE 13.4: Assess facilities and propose necessary changes to ensure a quality education for all Augusta County students.

RESPONSIBILITY: Division Superintendent
Assistant Superintendent for Personnel
Assistant Superintendent for Administration
Central Office Staff
Principals
Boundary Line Committee

DOCUMENTATION: Board Minutes
Committee Minutes
Recommendation Reports
Central Office Records

AN ASSESSMENT OF AUGUSTA COUNTY PUBLIC SCHOOLS

Augusta County Public School personnel collect and use a variety of subjective and objective data on a continuous basis. Sources of the more formalized collection procedures include:

- QUESTIONNAIRES
- ADVISORY COMMITTEES
- ACCREDITATION REPORTS
- STANDARDIZED TEST RESULTS
- SCHOOL BOARD WORK SESSIONS
- SCHOOL PERFORMANCE REPORT CARDS
- ANNUAL SCHOOL REPORT CARDS

AN EVALUATION OF THE APPROPRIATENESS OF REGIONAL SERVICES

Augusta County Public Schools support the concept of Regional Services and participates in several programs. When services can be provided to students or community more effectively and/or efficiently, regional cooperative services are considered. Existing regional services involving Augusta County Public Schools include:

Educational Television Programming (WVPT)

Augusta County cooperates with twenty-four surrounding school districts in a decision-making process resulting in educational television programming for students. A daily schedule of programming is provided.

Shenandoah Valley Regional Special Education Services

In cooperation with five other surrounding school districts, Augusta County Public Schools participate in the provision of physical therapy, occupational therapy, vision services, and programs for students having autism, multiple disabilities, emotional disturbances, hearing impairments and severe/profound disabilities. Augusta County Public Schools serve as fiscal agent and provide administrative office space for the Shenandoah Valley Regional Special Education Office.

Valley Vocational-Technical Center

The school is operated jointly by Augusta County, Staunton and Waynesboro school divisions. This center provides a comprehensive program of career and technical for high school students and offers a variety of adult programs.

Staff Development

Augusta County, Staunton, Waynesboro and Highland County cooperate and plan joint staff development opportunities.

Gifted-Talented Summer Programs

Augusta County Schools participates in the summer Residential Governor's Schools and Foreign Language Academies, Regional Governor's School (Valley Ridge Governor's School) as well as the Shenandoah Valley Governor's School. Augusta County participates in the Regional Virginia Consortium of Administrators for Gifted Education.

James Madison University Center for Economic Education

Contracted services are received by this school district for the economic educational services. Included is assistance from consultants, materials, and support.

The Shenandoah Valley Governor's School

The Shenandoah Valley Governor's School (SVGS) is a part-time program for gifted, talented, and highly motivated 11th and 12th grade students in Augusta County, Staunton, and Waynesboro Public Schools. Students choose one of two parallel programs MST (mathematics, sciences, and technology) or AH (arts and humanities). Students are identified through a regional selection process. The MST program was established during the 1992-93 school year and the AH program began in the 2002-03 school term. SVGS is housed in Valley Vocational Technical Center. In addition, the AH program makes use of community performance, exhibition, and studio spaces.

Regional Head Start

The Shenandoah Valley Head Start Consortium serves seven (7) school districts including Augusta County, Bath County, Harrisonburg City, Highland County, Rockingham County, Staunton City, and Waynesboro City.

Head Start is a federally funded Child Development Program. Head Start provides children with activities that help them grow mentally, socially, emotionally, and physically.

Head Start's Educational program is designed to meet each child's individual needs. It also aims to meet the needs of the community and its ethnic and cultural characteristics.

Genesis Alternative Program

The Genesis Alternative Program serves students from four (4) school districts including Augusta County, Harrisonburg City, Staunton City, and Waynesboro City. The program was established in the 1996-97 school year. The program provides an alternative educational placement for students needing such a setting.