



# Carencro High School Academy of Information Technology

721 West Butcher Switch Rd., Lafayette, LA 70507 Phone: 337.896.6192 Fax: 337.896.7592 <http://www.carencrohighschool.org/aoit/>

## Learning Community Framework

### Dimension 1 – Academy Program

#### A. Educational Design and Delivery Process

Describe how the Academy will manage key processes for design and delivery of its educational program and offerings.

- The curriculum will be articulated with: the NAF curriculum, the Louisiana Tuition Opportunity Program (TOPS) and the Louisiana graduation requirements.
- The instructional day will be altered to facilitate the NAF curriculum.
- A list of skills/competencies will be identified for entry requirements into the program.
- A strong relationship with NAF, and the resources NAF has to offer, will be maintained.
- Leadership Team will provide opportunities for mentoring, job shadowing, and internship.
- Partners will assist in the identification of program focus/competencies.
- Leadership Team will meet regularly with the larger school community to explore opportunities for curricular collaboration.
- Leadership Team will work closely with the Advisory Board to ensure graduates are prepared for work in the industry.
- Work-based learning will comprise a major component of the Academy.
- A comprehensive evaluation program will be used to modify/improve the AOIT program.

#### B. Student Services

Describe how the Academy will manage its key student services, including college and career preparation, alumni relations, and overall student support.

- Academy teachers will share responsibility for recruiting and supporting students.
- AOIT students will be grouped as a cohort for instructional and homeroom services.
- Students will be exposed to career opportunities in the IT field via Teachers As Advisors (TAA), industry contacts, guest speakers, internships, mentoring, job shadowing, field trips, community projects and counseling.
- A school guidance counselor will recruit, counsel and advise students.
- An alumni database will be developed for tracking and involving AOIT alumni.

- Parental involvement will be encouraged through AOIT projects, activities and communication strategies (newsletters, website, and e-mail).
- Academy teachers will communicate college and career prep connections to students.
- Student community involvement will be encouraged through volunteerism and club projects.
- Articulation agreements will be entered into with post-secondary agencies.
- Students will be able to test for industry certifications in various IT fields.
- Students will regularly assess progress within IT fields and identify milestones and deficiencies.

## **Dimension 2 – Leadership**

### **A. Organizational Leadership**

Describe how leaders will guide the Academy and review organizational performances.

- Leadership Team will regularly review curriculum, program, resources, budget, staffing, and professional development needs.
- Data will be used to identify opportunities for program enhancement/improvement.
- Academy progress will be based on analysis of AOIT vs. non-AOIT populations.
- All stakeholders will be involved in program design and decision-making.
- The principal will serve as the instructional leader in regards to promoting the Academy's mission, values, and expectations to all stakeholders.
- Stakeholders will devise short and long-term goals for enhancement of the program.
- Data gleaned from internship performance will be used to improve Academy focus.

### **B. District/Regional/State Involvement and Support**

Describe how Academy leaders will collaborate with and benefit from relationships with district administrators, state administrators, and regional educational organizations.

- The school board will support the Academy's efforts through financial assistance, inservice opportunities, and other program needs.
- Leadership Team will report to the Superintendent and school board on Academy status.
- The superintendent will actively champion the Academy to the larger community.
- Articulation agreements will actively be pursued with appropriate agencies.
- Leadership Team will communicate regularly with outside agencies.

### **C. Community Involvement and Support**

Describe how Academy leaders will collaborate with and address the Academy's responsibilities to the community.

- The community will be regularly involved in Academy activities, including Advisory Board meetings, recognition and promotional events, and career related functions.
- Academy students will actively solicit opportunities to serve the larger community through public/community service.

## **Dimension 3 – Organization**

### **A. Human Resource System**

Describe how the Academy’s work and jobs, career progression, performance assessment and recognition, and related workforce practices will motivate and enable faculty and staff and the Academy to achieve high performance, within the context of existing school and union procedures.

- Leadership Team will recruit highly qualified instructors with IT expertise.
- The larger school community will be encouraged to complete In-Tech training and utilize technology-laden instructional practices.
- The principal will actively empower Academy teachers to make extraordinary efforts on behalf of students.
- Leadership Team will develop a succession plan to sustain the program when key personnel depart.
- The principal will take every opportunity available to praise or demonstrate value and respect for Academy teachers for their professional performance.
- Leadership Team will solicit Partners to serve on the Advisory Board.
- Leadership Team will meet on a regular basis to meet the continually evolving needs of the Academy.

### **B. Resource Management Systems**

Describe how the Academy will manage the key processes that support its daily operations and the delivery of services

- Leadership Team will communicate with the school board the recommended budgetary needs to sustain an exemplary program.
- Leadership Team will work with The Chamber of Commerce and other community groups to successfully develop and implement an action plan.
- Planning time and instructional space will be organized to serve the needs of the Academy.

### **C. Student Support Systems**

Describe how the Academy will determine requirements, expectations, and preferences of current and future students, to ensure the continuing relevance of its educational program and

support services, to develop new opportunities, and to create an overall climate conducive to learning and development for all students.

- Leadership Team will develop a student selection and recruitment strategy to ensure that students are prepared for success in the Academy.
- Leadership Team will conduct an annual orientation session to ensure that students understand program requirements and expectations.
- The Academy will build relationships with students and parents through guest speakers, Open House, newsletters, media, job shadowing, web page and mentoring.
- Leadership Team will determine student satisfaction through student/parent surveys, enrollment and retention rates, internship and graduation completion, test scores, participation in clubs and community projects, and other extra activities.
- The Academy will develop a system to obtain regular feedback from all students, and respond quickly to student concerns and complaints.

#### **D. Community Outreach Systems**

Describe how the Academy will determine requirements, expectations, and preferences of current and future community stakeholders to ensure the continuing relevance of its educational programs and support services, to develop new opportunities, and to create an overall climate conducive to learning development.

- Leadership Team will actively recruit and manage the current and potential Advisory Board members in support of the program.
- Leadership Team will address two issues: an adequate number of learning environments and students having the skills to complete the internship requirements.
- Leadership Team will provide a mechanism for systematic feedback from internship providers and all stakeholders.

#### **E. Performance Assessment Systems**

Describe how the Academy will provide effective performance management systems for measuring, analyzing, aligning, and improving student and operational performance at all levels and in all parts of the Academy.

- Leadership Team will collect relevant and verifiable data in order to evaluate the relevance of the Academy program
- Leadership Team will use data analysis to update program design.
- Partners will provide data related to work-based learning experiences and provide feedback on student performance and program improvement.
- The Academy program will be designed to support school improvement efforts.