

The background of the slide features a close-up, slightly blurred image of a notebook. The notebook has lined paper with cursive handwriting in blue ink. A purple pencil is visible on the left side, resting on the paper. The overall color palette is warm, with shades of brown and beige.

Administrative Services Annual Update

September 22, 2008

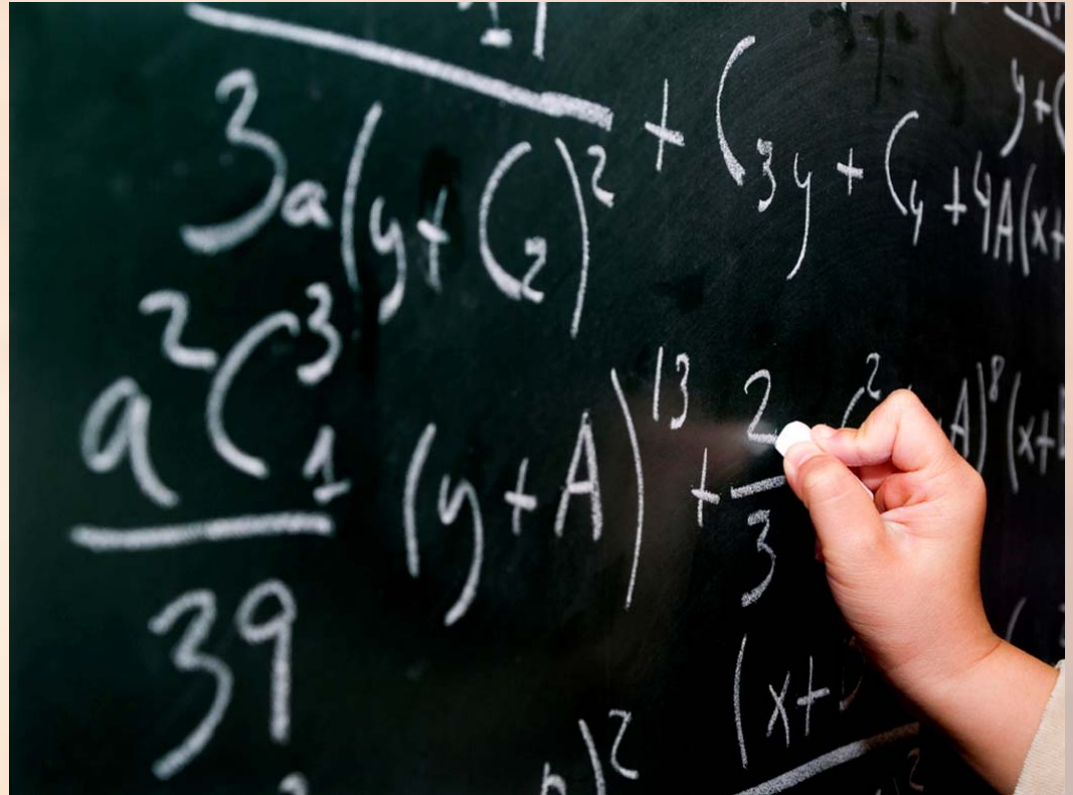
Our Role:

- Support Campus Administration
- Supervise Campus Administration
- Develop Campus Administration

Our Purpose:

- To ensure KISD campuses are providing exceptional educational quality to students.
- To maintain alignment of practices & programs district-wide in order for students to have consistent quality.
- To support collaborative communication with a focus on what is best for students.





District Level Leadership

- Strategic Planning
 - District Improvement Planning
 - Campus Improvement Planning
 - Campus Planning Carousel
- Stakeholders
 - District Educational Improvement Committee
 - Teacher Advisory Council
 - Diversity Committee
- Practices and Procedures
 - Administrative Regulations
 - Policy
 - Administrative Guidelines
- Leadership Development
 - General Administrator Meetings
 - Principal Meetings
 - Assistant Principal Meetings
 - Leadership Development Pipeline Academy
- Human Resource
 - Interviewing, hiring, and placing Principals and Assistant Principals

Administrative Hires/Moves

- Elementary:
 - Principals –
 - 6 new hires - (5 were KISD Assistant Principals)
 - 1 move
 - Assistant Principals –
 - 9 new hires - (4 were KISD Teachers/Coordinators)
 - 5 moves
- Intermediate/Middle:
 - Principals –
 - 2 new hires - (1 was a KISD Assistant Principal)
 - Assistant Principals –
 - 3 new hires - (2 were KISD Teachers/Coordinators)
 - 1 move
- High School:
 - Principals –
 - 2 new hires - (1 was a KISD Middle School Principal)
 - Assistant Principals –
 - 3 new hires - (2 were KISD Teachers/Coordinators)
 - 3 moves



**Campus Level
Support, Supervision
and Administration**

Campus Level Leadership

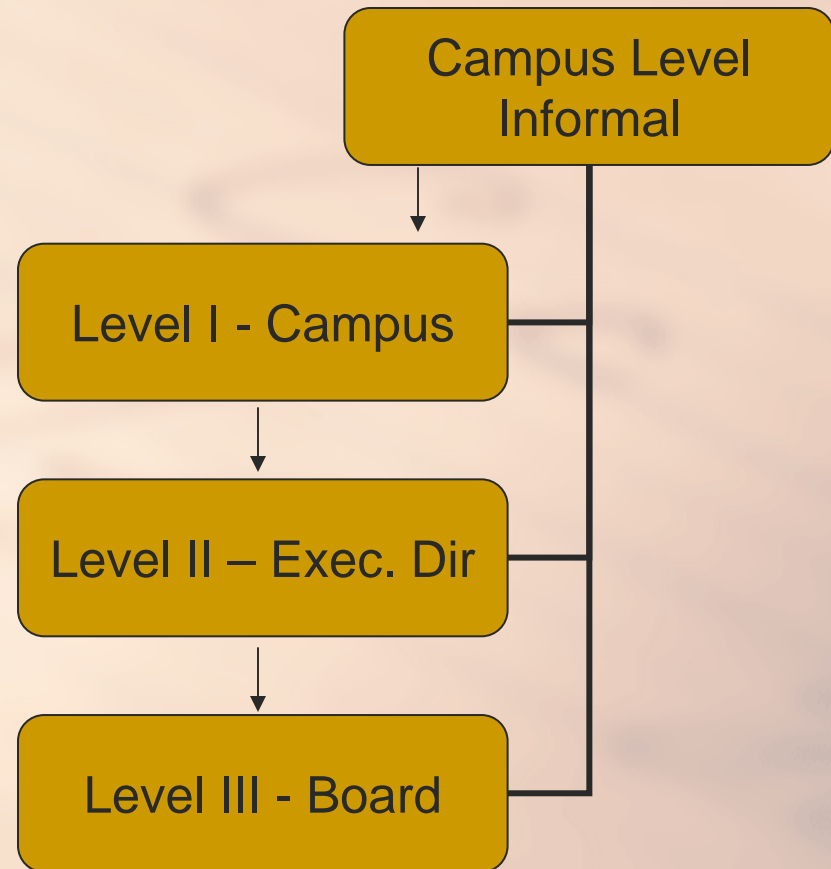
- Campus Improvement Plans
 - Assist campuses in setting campus goals
 - Plan staff development for administrators
 - Align DIP and CIP goals
- KISD Code of Conduct
 - Insure district Code of Conduct complies with TEC
 - Seek Board approval
 - Insure Code of Conduct is consistently enforced across KISD
- KISD Handbooks
 - Facilitate input from campuses
 - Supervise and support consistency of handbook use across KISD
- Program Placement
 - Assess needs and place special programs at campuses to serve students
- Data Talks
 - Conducted with Asst. Supt. Of C&I
 - Analysis of data and campus progress
- Enrollment/Staffing
 - Insure teacher/student ratios met
 - Establish projected enrollments
 - Adjust staff to meet student needs
- Feeder Patterns
 - Meet monthly
 - Coordinate and support vertical articulation
- Attendance/Truancy
- Campus Communication
 - GAM, Principal, and AP Meetings

The background of the slide features a close-up, slightly blurred image of a notebook page. A pencil is visible on the left side, resting on the paper. The page contains cursive handwriting, which is out of focus. The overall color palette is warm, with shades of brown and beige. The text is centered on the page in a bold, serif font.

**Parent and Student
Support, Supervision
and Administration**

Concerns and Grievances

- Level I Complaint
- Level II Complaint
- Level III Complaint

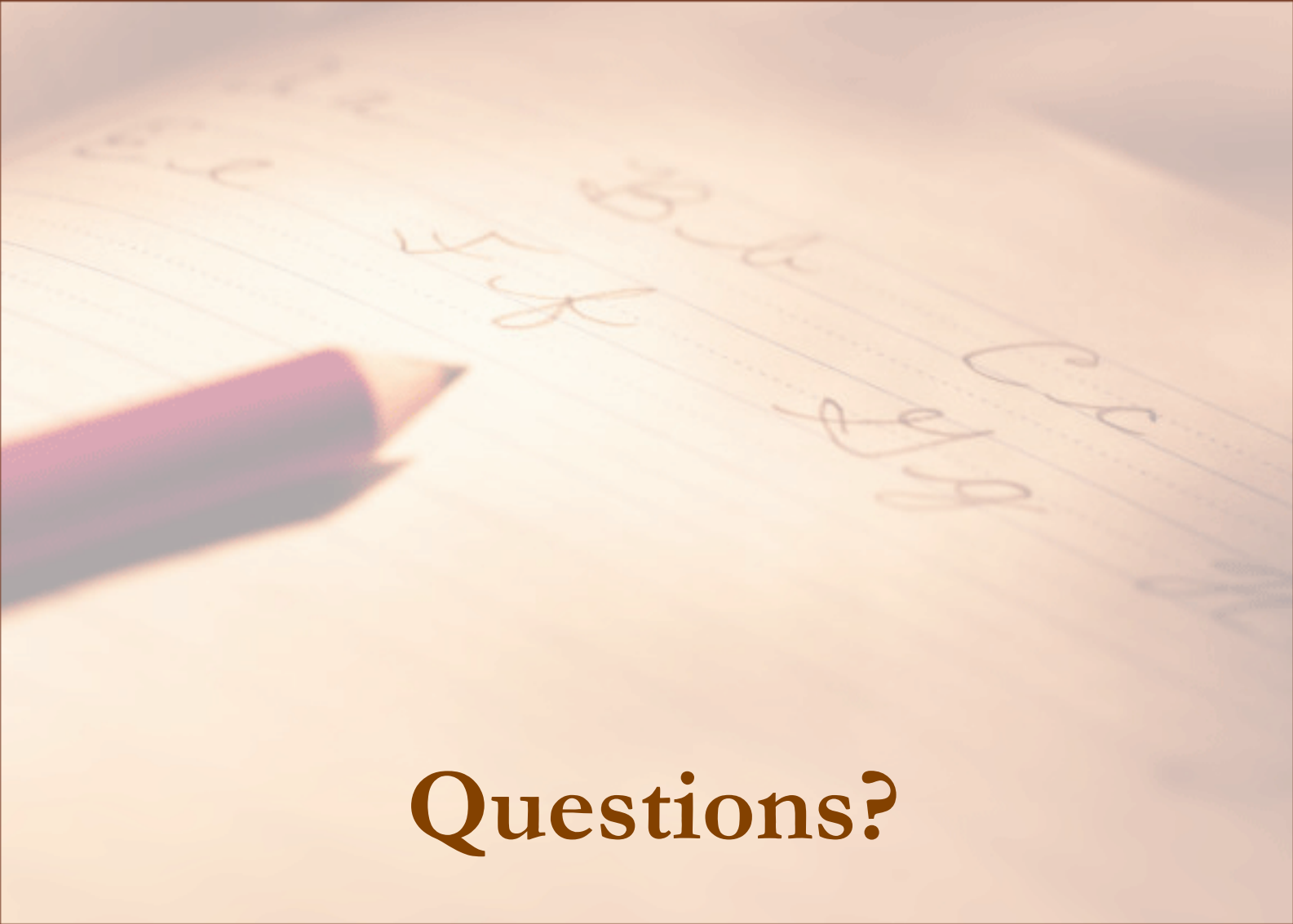


Parent and Student

- Student Transfers
 - Level I Transfers March to May
 - Level II Transfers at Any Time

Special Groups of Students

- Summer School
 - Elementary School
 - Middle School
 - High School
- Credit Recovery Programs
- Credit Acceleration Programs



Questions?