



# High School Division

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## This Month's Highlights

### Curriculum and Instruction

#### **Staffing:**

Melanie Carpenter is our new Student Services Coordinator. She is in charge of Johnson County schools. Kristen Conley is our new Early College Coordinator through Vincennes University. We have extended the application deadline for the Media/Communications Specialist.

#### **Principal, Curriculum Director, and Counselor Joint Meeting:**

On Friday, December 2, the sending school principals, curriculum directors, and counselors participated in a joint meeting. After enjoying a lunch provided by our Culinary Arts I students, school personnel discussed changes to the Work Based Learning program; Student Services updates including attendance concerns, grades, presentations, spring scheduling, off-site programs, and tour adjustments; and information about the Tech Centers That Work Conference early next year was shared.

#### **Prospective Student Open House:**

The Prospective Student Open House was a success. Lots of success stories have been shared by faculty and staff.

#### **Evaluation:**

Several instructors have volunteered to serve on the Evaluation Committee to help develop a tool the focuses more on instruction. The first meeting will be held in January. The second round of observations will wrap up next week.

#### **Ivy Tech:**

Instructors in Advanced Manufacturing, Welding, Auto Service, Construction Trades, and Precision Machining met with representatives from Ivy Tech to discuss program options and expand communication between Central Nine and Ivy Tech. An instructor from HVAC was present and offered assistance as we develop the HVAC program here at C9.

### Dean of Students

#### **Observations:**

The dean of students is completing second round staff observations and post observation conferences.

#### **Students Services:**

The dean's office continues to work with student services on a daily basis to meet the needs of all students. We are working on enrollment for second semester and the 2017-18 school year along with working with sending school principals and counselors on how to better work with students who are unsuccessful at C9 due to lack of attendance and motivation.

#### **Communication:**

We are continuing to look at ways to enhance communication between C9 and the sending schools.

### Student Services

**Marketing/Recruiting:**

Corinna and Melanie continue to meet with local middle schools and high schools recruiting for C9. Corinna and Melanie are looking at ways to streamline the tour process and will be meeting with Counselors and Principals in December to gain their input.

**Administration – Student Services Office**

Corinna and Melanie are continuing to meet in tandem with Mr. Preda and other Central Nine instructors to work through student issues. Both Corinna and Mr. Preda continue to work on withdrawing students with excessive absences. Melanie and Corinna will continue the onboarding and training process.

**Supportive Services**

Corinna continues to provide support services to the student population regarding family crisis, financial hardship, etc. Met with parents, administration staff, and students. Continues to mentor and foster a positive relationship with the College and Career position, including an office move to the Student Services area with a designated area for students to complete college search and FAFSA information.