Charter Document for Project Team
Student Support Services: Procedures for Ensuring Graduation

Team Name: The Computer Assisted Instruction Team

Desired Outcomes:

1. Define how computer assisted instruction is used at each high school for:

    (a) Credit Recovery
    (b) Instructional Intervention
    (c) Saturn Program

2. Form a team responsible for developing/documenting guidelines for credit recovery.

Suggested Direction:

1. Analyze and document current intervention strategies, using computer assisted learning, throughout the county
2. Analyze and document current processes used for implementing credit recovery and the components thereof
3. Analyze and document current processes in place for implementing credit recovery through the Saturn program
4. Make long term recommendations for a comprehensive approach to using computer assisted learning for credit recovery and as a tool for curriculum enrichment

Time Frame:

The time frame is from April 23, 2008 to June 30, 2008. The first meeting with the CAI team was held on Thursday, April 23, 2008, at the Washington St. annex, room 104.

Resources:

The primary resource will be the individual project team members. The team consists of John Eldridge, IIO; Alan Parker, SWHS Principal; Gwen Adamson, Smith Academy Counselor; Suzanne Weaver, Grimsley Counselor; Jonathan McRae, Curriculum Specialist; Angela Nall, Curriculum Specialist; Eric Rainey, Graduation Coach SWHS; and Steve McGrath, Saturn Program Director. They will bring their various areas of expertise, which will bear on the development of expectations for intervention efforts at each high school that will significantly impact the graduation rate. Date regarding current practices and other information directly related to the tasks will be used.

Tools/Processes:

Team members will develop and refine appropriate guidelines for credit recovery programs/ procedures through brainstorming, affinity diagramming, analysis, and problem solving.

Decision Authority:

Recommendations through Dr. Roper and Dr. Morris, subject to approval by the cabinet.

Team Champion: Steve McGrath