

DOTHAN CITY SCHOOLS REORGANIZATION PLAN TO DO LIST

PRIORITY	DUE DATE	WHAT	WHO	IN PROGRESS	DONE
Priority	January 2019	Board Request to Approve Entrance Criteria for Carver School of Mathematics, Science and Technology	Dr. Donnie Chambers, Carol Cunningham	Proposal Completed- will be placed on the Board Agenda January 2019	Done
Priority	January 2019	Pending Board Approval in Priority #1, Letters will be sent to parents of students who meet the criteria for Carver	Dr. Donnie Chambers, Dr. Phyllis Edwards	Information already gathered Letters developed	Done
Priority	January 2019	Listing of Maintenance and other Capital Projects for use by Financial Experts ie. Bond Process	Tim Holley, Jeff Prine, Mike Manual	Information gathered and provided to Financial Experts	Done
Priority	January 2019	Review of Honeysuckle Campus with the DOE expert in the area of Prekindergarten and Director of Maintenance and Facilities and Consultant to ascertain the changes which need to be made in order to place PreK classes at Honeysuckle for the 2019-1020 school year	Tim Holley, Christy Marten, Jeff Prine, Mike Manual	Site visit to take place in mid-January 2019	In Progress
Priority	January 2019	Review of staff allocations and determination of needed positions and possible excess positions in each category	Todd Weeks, Lee Jacobs, Principals, Mike Manual, Carol Cunningham	This review has taken place; needed action for key staff to	Done

To do list

PRIORITY	DUE DATE	WHAT	WHO	IN PROGRESS	DONE
				review and finalize	
Priority	January 2019	Principal determine the number of staff who may not return for a variety of reasons and communicate the findings in writing to the HR Director	Todd Weeks, Principals, Mike Manual, Lee Jacobs	In Progress	
Priority	January 2019	Central Office Staff provides student information to each Principal so they can begin to make contact with parents	Lee Jacobs, Principals	This has been completed	Done
Priority	January 2019	Exceptional Education and English for Speakers of Other Languages Experts will finalize staff needs for each school and share findings with Principals	Carol Cunningham, Lee Jacobs, Alicia Hales, Principals	In Progress	
Priority	February 2019	Post positions for next year- Spanish, Science, Math, Gifted	Todd Weeks, Principals	In Progress	
Priority	February 2019	Create Interview Committee for Head Football Coach Position and conduct interviews	Secondary Principals, Todd Weeks, Stan Eldridge	In Progress	
Priority	February 2019	Formal Recommendation to Board for the Principal Transfers and the new Contracts for Principals moving next year	Dr. Edwards, Todd Weeks, Principals	In Progress	
Priority	February 2019	Students from DHS and Northview continue to meet on mascot, colors and name of High School – students to present to the Board for action	Stan Eldridge, Bill Singleton, Darius McKay, Students	In Progress	
Priority	March 2019	Superintendent will go to each school to sit for a half day to hear from staff members- 2 days per week for 8 weeks	Dr. Edwards	In Progress	

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To do list

PRIORITY	DUE DATE	WHAT	WHO	IN PROGRESS	DONE
Priority	March 2019	All staff turn in forms with choices; assignments made and teachers notified of results	Todd Weeks, Principals	In Progress	
Priority	March 2019	Board and Superintendent will go over the RIF Policy and review position cuts for 2019-2020 -Formal Action will be needed; Staff Notified if applicable to the job category	Dr. Edwards, Board Members, Attorney, Todd Weeks	In Progress	

Additional items may include but not be limited to: Continued work on bus routes, school times, food service needs, Principals determining when and how to contact parents to allow visits to students' new schools.

Signature School Fair to be held on Saturday January 12, 2019 so that all elementary staff can be aware.

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