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**Action Plan**

1. Based on Advisory Board recommendations, the following are priorities set for the first semester of the 2013-2014 school year:
2. Increase recruitment efforts to enroll at least max capacity per class of entrance level courses
3. Establish an effective board that meets minimal NAF requirements
4. Establish the Academy as its own learning community within the school
5. Develop Design team based on NAF standards
6. The following plan of action will need to be enacted:

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| Items | Description/Expected outcome | Tasks | Deadline | Assigned to |
| 1. Increase recruitment efforts to enroll at least max capacity per class of entrance level courses | * Recruit students for next semester by visiting Freshman and Sophomore level English classes, Lunchtime demonstrations by industry and community partners * Expected Outcome: Increase student enrollment in IED to 24 per class session (total 3 class offerings x 24 students = 72 students) | * Schedule classroom visits * Confirm what classrooms can be switched to fit 24 students * Collaborate with guidance change student schedules for spring semester * Collaborate with Dr. Lanier to change Mr. Wykoff’s schedule to accommodate increased enrollment * Collaborate with Dr.Fagan (CPCC) & Mel Radford (L&H) for demonstrations and student activities * Mel Radford confirmed 2 activities for this semester: innovative engineering/solar energy | Dec 13 | Stormer  Watson  AOE students(Lunch demonstrations)  Mel Radford (Board President) |
| 1. Recruitment/AOE member file | * Application Process * Develop folder/binder for student academic tracking, grades | * Determine application date * Develop AOE degree checklist | Dec 01 | Stormer  Wykoff  Ward |
| 1. Implement student success plan | * Increase opportunities for student growth through mentoring, classroom visits from industry, field trips * Implement student intervention plan for at risk students * Qualify and enroll eligible Seniors for CCP at CPCC (must be complete by Oct. 29th) * Organize opportunities for a Work Based Learning * Expected outcome: Increase student retention and GPA as required for continuation in AOE sequence of study | * Schedule college field trips (2 Fall Semester) * Schedule onsite industry visits (2 Fall Semester) * Determine students at risk of failing any class, place student on plan of action to set on course for success * Develop a mentoring plan to be implemented in AOE. Board members will also use to present to industry partners for recruitment/ incorporate monthly industry taught lesson | Nov 15 | Verea  Radford  Stormer |
| 1. Increase Course offerings | * Add One PLTW course to current offerings (CEA) * Expected outcome: add additional course during spring semester | * Send Mrs. Ward to PLTW training in January | Jan 2014 | Ward  Ogle |
| 1. Establish the Academy as its own learning community within the school |  | * Discuss with Dr. Lanier the formation of AOE PLC * Start process for recruiting & designating 1 CCM1 & CCM2 teachers and select science courses as AOE teachers * Assign all current students to same math and science teacher based on grade & course level (small trial group for spring semester) | Ongoing | Stormer  Lanier  Wykoff  Ward  Wood  Watson |
| 1. Recruit new board members | Recruit board members who are community members with technical area expertise who will bring value added to the board | * Establish regular meeting dates and time (Will have first meeting after chair returns from Mexico) * Establish Co-Chair * Recruit one new parent advocate and 1 student representative * Designate duties * Split board into committees to focus on select academy needs and NAF requirements * Develop fundraising opportunities to meet budget requirements | Nov 12 | Stormer  Radford |