

**Father Lopez Catholic High School
Principal's Advisory Council**

Target Area for Improvement: Student Orientation (schedule pick-up/uniforms/locks/etc.)

Specific Goal or Desired Outcome: Better assist new and returning students	Who does this affect? New and returning students
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Timeframe for implementation: Summer 2010	Correlation to Mission and Vision: professionalism	How the Outcome will be Measured: Post Evaluation August 2010
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Actions	Schedule	Responsibilities And Responsible Parties	Monitoring	Comments
Enhance visual identification for volunteering parents working to assist Incoming students	April	Principal will establish funding Kathy Blais will select bibs and show PAC prior to ordering		Will <i>identify</i> our volunteers to new students & families needing assistance during orientation. Bibs can be re- used to identify our volunteers at activities throughout the year
Create a volunteer position located at checkout to review checklist and assist with any missing items prior to checkout	Summer 2010	Volunteer Coordinator works with Parent Club in planning		Assist students and parents in not forgetting anything and/or answering last minute questions. Increase personal connection Decrease checkout line building during busy times
Create uniform video	Start now	Kathy Blais & Lee Phillips with TV production class		Will run continuously during Student Orientation hours and will be available on the website.
Look into purchasing another credit card machine.	Start now	Lynn Maxcy		Decrease checkout line building during busy times