

ACTION PLAN FOR CNP/CUSTODIANS

YEAR: 2011-2012

- I. By April, 2012, the CNP/Custodial Director and Director of Personnel will ensure that regular performance evaluations will begin on a rotating basis for all child nutrition and custodial staff employees using an appropriate evaluation measure.

Related to Strategic Plan

Goal #7: Recruit, hire and retain the most effective personnel.

Goal #9: Design, implement, and support an exemplary performance evaluation program for all staff.

<u>Tasks</u>	<u>Person(s) Responsible</u>	<u>Target Date</u>
1. Evaluate the current instrument used for evaluation of child nutrition workers and custodial staff.	Pam Stembridge Sylvia Harper	March, 2012
2. Develop the rotating schedule for the evaluation of performance by child nutrition workers and custodial staff.	Pam Stembridge Sylvia Harper	March, 2012

ACTION PLAN CONTINUED FOR CNP/CUSTODIANS

YEAR: 2011-2012

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Related to Strategic Plan

Goal #7: Recruit, hire and retain the most effective personnel.

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Tasks

Person(s) Responsible

Target Date

Investigate and evaluate all vendors and software available for signage.

Pam Stembridge
Sylvia Harper

November, 2011

Install all monitors and train cafeteria managers on software.

Pam Stembridge
Sylvia Harper

December, 2011

ACTION PLAN FOR CNP/CUSTODIANS**YEAR:** 2011-2012

- II. By February, 2012, reconvene the annual CNP Advisory Committee for continued assessment of Child Nutrition Program .

Related to Strategic Plan

Goal #11: Communicate effectively and efficiently with parents, students, community, and school personnel.

<u>Tasks</u>	<u>Person(s) Responsible</u>	<u>Target Date</u>
1. Identify rotating members of CNP Advisory Committee.	Pam Stembridge	January, 2012
2. Have committee members meet, assess program and identify any recommendations.	Pam Stembridge	February, 2012

ACTION PLAN CONTINUED FOR CNP/CUSTODIANS

YEAR: 2011-2012

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Related to Strategic Plan

Goal #11: Communicate effectively and efficiently with parents, students, community, and school personnel.

Tasks

Person(s) Responsible

Target Date

Identify rotating members of committee.

Pam Stembridge

January, 2012

Have committee members meet, assess and identify any recommendations.

Pam Stembridge

February, 2012

ACTION PLAN FOR CNP/CUSTODIANS

YEAR: 2011-2012

III. By January, 2012, complete investigation and installation of digital signage in all cafeterias.

Related to Strategic Plan

Goal #3: Effectively integrate the use of technology into all instructional and support programs.

<u>Tasks</u>	<u>Person(s) Responsible</u>	<u>Target Date</u>
1. Investigate and evaluate all vendors and software available for digital signage.	Pam Stembridge Donna Williamson	November, 2012
2. Install monitors and train cafeteria managers on software.	Pam Stembridge Donna Williamson	December, 2012

ACTION PLAN CONTINUED FOR CNP/CUSTODIANS

YEAR: 2011-2012

III. By January, 2012, complete investigation and installation of digital signage in all cafeterias.

Related to Strategic Plan

Goal #3: Effectively integrate the use of technology into all instructional and support programs.

Tasks

Investigate and evaluate all vendors and software available for signage.

Person(s) Responsible

Pam Stembridge
Sylvia Harper

Target Date

November, 2011

Install all monitors and train cafeteria managers on software.

Pam Stembridge
Sylvia Harper

December, 2011