



**Detroit Eastern High School  
Division of Administrative Duties**

<p><b>Principal:</b> Mr. C. Stone</p> <p><b>Instructional</b></p> <ul style="list-style-type: none"><li>• Teacher evaluations (18 teachers)</li><li>• Instructional coach evaluations (ELA)</li><li>• Instructional coaching</li><li>• Course guide (grades 10-12)</li><li>• PLC implementation (ELA; World Languages)</li><li>• Professional development</li></ul> <p><b>Advisor:</b> None</p> <p><b>Managerial/Operations</b></p> <ul style="list-style-type: none"><li>• NCA accreditation</li><li>• Counseling Department supervision and evaluation</li><li>• Front office supervision and evaluation</li><li>• Master scheduling</li><li>• Teacher attendance/substitute teachers</li><li>• Registration</li><li>• Fundraising</li><li>• Hiring</li><li>• Teacher discipline</li><li>• Union matters</li><li>• School budget</li></ul> <p><b>Data Analysis:</b></p> <ul style="list-style-type: none"><li>• ACT Reading and Writing</li><li>• AP exams</li><li>• ELA common assessments</li></ul> <p><b>Big Project(s)</b></p> <ul style="list-style-type: none"><li>• College access/recruiting</li><li>• School-wide reforms</li><li>• Teacher and student celebrations</li></ul> <p><b>Accountability:</b></p> <ul style="list-style-type: none"><li>• Priority School Restructuring Plan</li></ul> <p><b>School Improvement Priority:</b></p> <ul style="list-style-type: none"><li>• School culture</li><li>• College readiness</li></ul>	<p><b>Assistant Principal:</b> Mr. P. Gray</p> <p><b>Instructional</b></p> <ul style="list-style-type: none"><li>• Teacher evaluations (14 teachers)</li><li>• Instructional coach evaluations (Science)</li><li>• Instructional coaching</li><li>• Course guide (9<sup>th</sup> grade only)</li><li>• PLC implementation (Science; Fine Arts)</li><li>• Professional development</li></ul> <p><b>Advisor:</b> 9<sup>th</sup> grade only</p> <p><b>Managerial/Operations</b></p> <ul style="list-style-type: none"><li>• Special Education (9<sup>th</sup> grade only)</li><li>• Staff handbook</li><li>• School testing (MEAP)</li><li>• Freshman orientation</li><li>• Hiring</li><li>• Teacher discipline</li><li>• PTA</li><li>• Parent concerns (9<sup>th</sup> grade only)</li></ul> <p><b>Data Analysis:</b></p> <ul style="list-style-type: none"><li>• ACT Science</li><li>• Aspire ACT Test</li><li>• Science common assessment</li></ul> <p><b>Big Project(s):</b></p> <ul style="list-style-type: none"><li>• Tier II and III academic interventions</li><li>• Snowcoming</li><li>• Parent engagement</li></ul> <p><b>Accountability: None</b></p> <p><b>School Improvement Priority:</b></p> <ul style="list-style-type: none"><li>• 9<sup>th</sup> Grade dropout prevention program</li><li>• 8<sup>th</sup> to 9<sup>th</sup> grade transition</li></ul>
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**Assistant Principals:** Mrs. B. Gray, Mr. P. Gray, and Mrs. S. Robinson



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<p><b>Assistant Principal:</b> Mrs. S. Robinson</p> <p><b>Instructional</b></p> <ul style="list-style-type: none"><li>• Teacher evaluations (14 teachers)</li><li>• Instructional coach evaluations (Social Studies)</li><li>• Instructional coaching</li><li>• PLC implementation (Social Studies; Physical education)</li><li>• Professional development</li></ul> <p><b>Advisor:</b> 12<sup>th</sup> grade only</p> <p><b>Managerial/Operations</b></p> <ul style="list-style-type: none"><li>• Special Education (12<sup>th</sup> grade only)</li><li>• Crisis management and drills</li><li>• Online learning</li><li>• Security</li><li>• Athletics</li><li>• Hiring</li><li>• Teacher discipline</li><li>• Parent concerns (12<sup>th</sup> grade only)</li><li>• 504 coordinator</li></ul> <p><b>Data Analysis:</b></p> <ul style="list-style-type: none"><li>• NWEA</li><li>• M-Step</li><li>• Social studies common assessments</li></ul> <p><b>Big Project(s):</b></p> <ul style="list-style-type: none"><li>• Academic RTI reform</li><li>• Prom</li><li>• Homecoming</li></ul> <p><b>Accountability:</b> None</p> <p><b>School Improvement Priority:</b></p> <ul style="list-style-type: none"><li>• High school graduation rate</li><li>• Course failures</li></ul>	<p><b>Assistant Principal:</b> Mrs. B. Gray</p> <p><b>Instructional</b></p> <ul style="list-style-type: none"><li>• Teacher evaluations (10 teachers)</li><li>• Instructional coach evaluations (Math)</li><li>• Instructional coaching</li><li>• PLC implementation (Math; Career Tech)</li><li>• Professional development</li></ul> <p><b>Advisor:</b> 10<sup>th</sup> &amp; 11<sup>th</sup> grade</p> <p><b>Managerial/Operations</b></p> <ul style="list-style-type: none"><li>• Special Education (10<sup>th</sup> &amp; 11<sup>th</sup> grades)</li><li>• Lunch supervision</li><li>• Student attendance</li><li>• Credit recovery</li><li>• School testing (ACT/MME)</li><li>• Field trips</li><li>• Hiring</li><li>• Teacher discipline</li><li>• Parent concerns (10<sup>th</sup> &amp; 11<sup>th</sup> grades)</li></ul> <p><b>Data Analysis:</b></p> <ul style="list-style-type: none"><li>• ACT Math</li><li>• MME</li><li>• Math common assessments</li></ul> <p><b>Big Project(s):</b></p> <ul style="list-style-type: none"><li>• Behavior RTI reform</li><li>• Student Leadership</li><li>• PBIS training/implementation</li></ul> <p><b>Accountability:</b> None</p> <p><b>School Improvement Priority:</b></p> <ul style="list-style-type: none"><li>• Student engagement and extracurricular activities</li><li>• Attendance</li></ul>
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