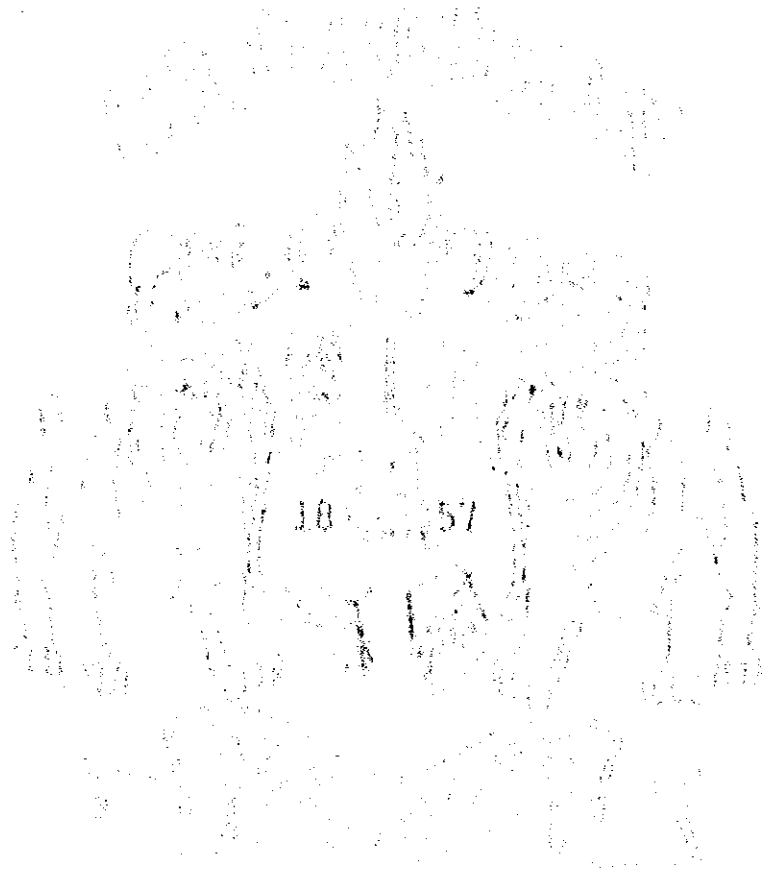


# STURGEON R-V SCHOOL DISTRICT



COMPREHENSIVE SCHOOL IMPROVEMENT PLAN 2012-13

Student Performance		Strategy	Objective #1		
<p><b>Measurable Objective:</b> The percentage of students, including subgroups identified by No Child Left Behind achieving Proficient and Advanced in Communication Arts and Math will meet the performance target established by the state.</p> <p><b>Objective Evaluation:</b> MAP reports and EOC reports will be examined to determine the proficient level of the student scores.</p>					
Standard Indicator	Strategy Number	Action Plan	Person Responsible	Start Date	Date Complete
6.5, 6.3.5	1	Summer school will be made available to all K-8 students. High school students will have access to classes through neighboring districts for credit recovery or possibly in district.	Superintendent	08/12	Ongoing/Evaluated in September of each year.
6.1, 6.2, 6.2.5	2	Test results will be evaluated each year by teachers using MAP or EOC data reports to revise and align their instruction to the standards.	Teachers with Principals' assistance.	08/12	Ongoing
6.3, 6.5, 6.3.5, 7.1.3	3	Intervention sessions, during the school day, are required for all students to enhance their performance in reading and/or math.	Teachers	08/12	Ongoing
6.3, 6.5, 6.3.5, 7.1.3	4	Before and after school tutoring will be offered for students.	Teachers	08/12	Ongoing
6.3, 7.2	5	The district will provide a gifted program for grades 3-8.	Principals	08/12	Ongoing
6.5, 6.5.3	6	Strategies and plans will be developed to motivate students on the EOC and MAP.	Teachers/ Principals	08/12	Ongoing



6.6, 7.1	7	At Risk students will be identified and alternative instructional strategies developed.	Principals/ Counselors/ Teachers	08/12	Ongoing
6.3.2, 6.7, 6.76	8	The district will fully develop the Professional Learning Communities model to better focus on student learning. All certified staff will receive this training.	Board of Ed./ Superintendent/ Principals	08/12	Ongoing
7.4	9	Pre-School will continue to be offered as an early intervention and enhancement strategy.	Federal Programs Coordinator	08/12	Ongoing
7.6	10	A Partner in Education Program will be explored to assist in funding educational programs.	Superintendent/ H.S. Counselor/ Principals	08/12	Ongoing
6.1	11	Curriculum revision will be an ongoing process to improve instructional alignment with the EOC, MAP and Common Core.	Superintendent/ Principals	08/12	Ongoing
6.1.1, 6.9	12	All courses offered to Sturgeon R-V High School students will have identified learner expectations.	H.S. Principal/H.S. Counselor	08/12	Annually



Student Performance	Strategy	Objective #2			
<p><b>Measurable Objective:</b> All students will continue to be offered technology courses keeping pace with current trends emphasizing: basic computer skills, word processing, creating databases, excel, and accessing information as a resource.</p>					
<p><b>Objective Evaluation:</b> An annual survey of staff, parents, and students along with annual reports from the technology committee will determine the availability of technology to students and scope of offerings by grade level and building level.</p>					
Standard Indicator	Strategy Number	Action Plan	Person Responsible	Start Date	Date Complete
6.7, 6.7.6, 6.7.5	1	The technology director will be available to keep staff updated on technology development /improvements.	Network Administrator/ Principals	08/12	Ongoing
8.7	2	A technology committee consisting of teachers, students, parents, and administrators will continue to track technology course offerings at each building level.	Network Administrator/ Principals/ Teachers	08/12	Ongoing
7.3, 7.3.2, 7.3.3	3	The district will continue to offer a vocational business technology program at the high school.	Bus. Ed. Teacher/ H.S. Principal/ Network Administrator	08/12	Ongoing
6.4, 6.4.1, 6.4.3	4	Computer labs will be maintained using a variety of funding sources including local funds, Title IID funds, and other technology grants.	Network Administrator/ Superintendent Federal Programs Director	08/12	Ongoing
7.3.2	5	All 8 <sup>th</sup> and 10 <sup>th</sup> graders will have the opportunity to visit MATC and enroll in	H.S. principal/ H.S. counselor	08/12	Ongoing



		various technology programs during their Junior and Senior years.			
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Student Performance		Strategy		Objective #3	
<p><b>Measurable Objective:</b> The district will promote school culture that encourages students to attend school on a regular basis and meet promotional/graduation requirements.</p> <p><b>Objective Evaluation:</b> APR reports will be used to indicate the district's annual attendance rate, dropout rate, and graduation rate. The district's goal is for attendance to be 95% or better annually in each building; dropout rates to be 3% or less annually; and the graduation rate to be 95% or better.</p>					
Standard Indicator	Strategy Number	Action Plan	Person Responsible	Start Date	Date Complete
6.1	1	The high school's Earned Credit Policy will remain in place to keep high school credit tied to attendance, thus encouraging regular attendance.	H.S. principal/ H.S. counselor	08/12	Ongoing
6.6	2	Building level handbooks are revised annually to include attendance and discipline policies to encourage student success.	Principals	08/12	Ongoing
6.5.3	3	Alternative Classroom Placement Programs, NCRS and The Missouri Options Program, will be utilized to provide instructional services to students who struggle to function in the regular classroom.	K-8 Principal/ H.S. Principal	08/12	Ongoing
9.6	4	A wide variety of extra-curricular activities will continue to be offered and school attendance will continue to be tied to participation in these activities.	Extra-curricular sponsors	08/12	Ongoing



6.9	5	In-house counseling will be provided and referrals to outside agencies will be made as deemed appropriate.	Principals/ Guidance Counselors	08/12	Ongoing
6.6.1, 6.6.3, 6.6.4	6	The district will implement Positive Behavior Support in Grades K-8 to encourage positive student behavior	Board of education/K-8 principal/ Teachers/staff	08/13	Implementation- 08/2013

Student Performance		Strategy		Objective #4	
<b>Measurable Objective:</b> The district will assess students in K-12 yearly and will provide reading instruction to keep students reading at or above grade level.					
<b>Objective Evaluation:</b> Various reading assessments will be used to determine student's reading level and effectiveness of instruction.					
Standard Indicator	Strategy Indicator	Action Plan	Person Responsible	Start Date	Date Complete
6.3.1 6.3.3	1	Intervention sessions during the school day are required for identified students to enhance their performance in reading.	Principals/ Teachers	08/12	Ongoing
6.3.4	2	Title I efforts will continue to be revised as reflected by scoring data and reports from the MAP tests.	Federal Programs Coordinator/ Title 1 teachers	08/12	Ongoing
6.3, 6.3.5, 6.5	3	Tutoring opportunities will be made available for students.	Principals/ Teachers	08/12	Ongoing
6.3	4	Reading enrichment opportunities will be made available to students.	Principals/ Teachers	08/12	Ongoing



6.5, 6.3.5	5	Summer School will be made available to all K-8 students and to high school students through neighboring districts for credit recovery or possible in district.	Supt./Board of Education	08/12	Ongoing
6.3.2	6	Reading assessments will be given throughout the year.	Title 1 staff/k-8 principal/Teachers	08/12	Ongoing
6.3.5	7	Students in grades K-2 <sup>nd</sup> will be assessed using the Iowa test of basics to ascertain their level of knowledge	Supt./Principals/Teachers	08/13	Annually

Student Performance		Strategy		Objective #5	
<b>Measurable Objective:</b> High School students will perform at or above the state average on the ACT test.					
<b>Objective Evaluation:</b> The annual ACT report will be used to evaluate students' performance on the ACT.					
Standard Indicator	Strategy Indicator	Action Plan	Person Responsible	Start Date	Date Complete
9.3	1	ACT Prep (high school semester class) will continue to be offered to high school students.	High School Principal/Counselor	08/12	Ongoing
9.3	2	Senior students will have the ACT paid for by the district one time during their senior year provided they meet eligibility requirements.	High School Principal/B.O.E.	08/12	Ongoing
9.3	3	Focus on Learning will continue to offer an all day ACT workshop to Juniors and Seniors once a year.	High School Counselor	08/12	Ongoing



9.4.1	4	Challenging and rigorous coursework will continue to be offered to high school students.	High School Principal/ Counselor	08/12	Ongoing
6.2.1	5	The EXPLORE test will continue to be administered to all 8 <sup>th</sup> graders. The PLAN will continue to be administered to all 10 <sup>th</sup> graders.	High School Counselor/K-8 Counselor	08/12	Ongoing
9.3	6	Classroom Assessment questions will be written to model ACT questions.	High School Principal/ Teachers	08/12	Ongoing
9.3	7	Students will be encouraged to take the ACT more than once.	High School Principal/ Counselor	08/12	Ongoing
9.4.3	8	Students will be encouraged to explore all admission requirements for post-secondary education.	High School Counselor	08/12	Ongoing
9.3	9	ACT review will be offered to senior students in mini workshops.	High School Principal/H.S. Counselor/H.S. teachers	08/12	Ongoing





Student Performance		Strategy		Objective #6	
<p><b>Measurable Objective:</b> The number of Sturgeon R-V students completing high school and continuing on to post-secondary education training or who proceed to high wage jobs with workplace skill development opportunities will be maintained at an 80% level or above</p> <p><b>Objective Evaluation:</b> APR reports will be used to indicate the district's annual college placement percentage.</p>					
Standard Indicator	Strategy Indicator	Action Plan	Person Responsible	Start Date	Date Complete
9.4.3	1	The high school will continue to provide college/career fairs.	High School Counselor	08/12	Ongoing
9.4.4	2	The Business Technology class will continue to require job shadowing/internships as part of the class curriculum.	Business Ed. Teacher/H.S. Principal	08/12	Ongoing
9.4.3	3	College representatives will continue to make visits to the high school during lunch.	High School Principal/Counselor	08/12	Ongoing
9.4.4	4	8 <sup>th</sup> -12 <sup>th</sup> graders will continue to complete the MO Connections Career Exploration.	High School Counselor	08/12	Ongoing
9.4.3	5	High school students will continue to be provided the opportunity to visit college campuses during the school day.	High School Principal/Counselor	08/12	Ongoing
9.4.1	6	Dual credit classes will continue to be offered at the high school as long as qualified teachers are available.	High School Principal/Counselor	08/12	Ongoing
9.4.3	7	The high school will continue to offer College Planning/Financial Aid Night.	High School Counselor	08/12	Ongoing



Student Performance		Strategy		Objective #7	
<p><b>Measurable Objective:</b> Differentiated instructional programs will be made available to all students.</p> <p><b>Objective Evaluation:</b> Parent surveys, student surveys, teacher observation of students, administrator observation of teachers, assessment results and student grades will determine if all students in the district are receiving differentiated instruction.</p>					
Standard Indicator	Strategy Indicator	Action Plan	Person Responsible	Start Date	Date Complete
6.7.2	1	Annual training in differentiated instruction will be provided to teachers/administration.	PLC Leadership Team	08/12	Ongoing
6.7.3	2	The district will continue in Professional Learning Communities to develop differentiated instruction programs.	PLC Leadership Team/B.O.E./Supt.	08/12	Ongoing
6.3.4	3	The district will continue to implement a K-12 intervention time to address the needs of individual learners.	Principals/Teachers	08/12	Ongoing
7.5.3	4	There will be an open line of communication between school and home to improve student achievement.	Principals/Teachers	08/12	Ongoing
6.5.3	5	Alternative Classroom Placement will continue to be provided to address the needs of individual learners.	Superintendent/Principals/Teacher	08/12	Ongoing
6.3, 6.5, 6.3.5	5	Referrals from faculty and test data will be secured to identify students who are at risk of not being successful in the classroom.	Counselors/Teachers/Principals	08/12	Ongoing



7.5.1	6	The district will offer a PAT program, Early Childhood Program, and a preschool as funding allows.	Superintendent	08/12	Ongoing
8.3.1, 6.3.3, 6.3.5	7	Parent, teacher, and CARE team referrals may result in testing students for eligibility into the Title I and Special Education Programs.	Assessment Director/ Principals/ Federal Programs Coordinator/ Spec. Ed. Director	08/12	Ongoing
6.3, 6.5, 6.3.5	8	Before and after school tutoring will be offered to students.	Principals/ Teachers	08/12	Ongoing
7.3, 7.3.3	9	Vocational program opportunities will be made available to students during their junior and senior school year.	H.S. Principal/ H.S. Counselor/ Supt. B.O.E.	08/12	Ongoing

Highly Qualified Staff		Strategy	Objective #8		
<b>Measurable Objective:</b> Minimum Salary compliance will meet or exceed state guidelines.					
<b>Objective Evaluation:</b> The School Board will design and adopt a long range plan which will include a competitive salary schedule and benefit package to maintain the districts certified salary schedule that meets or exceeds state guidelines.					
Standard Indicator	Strategy Indicator	Action Plan	Person Responsible	Start Date	Date Complete
8.4.3	1	Annually, the superintendent will examine the salaries of certified staff to ensure compliance with Minimum Salary Compliance.	Superintendent	08/12	Ongoing/Annually



<b>Highly Qualified Staff</b>		<b>Strategy</b>		<b>Objective #9</b>	
<b>Measurable Objective:</b> Recruit and maintain highly qualified personnel not to exceed 10% turnover annually.					
<b>Objective Evaluation:</b> Personnel retention will be reviewed annually to determine probable causes for turnover.					
Standard Indicator	Strategy Indicator	Action Plan	Person Responsibility	Start Date	Date Complete
8.8, 4.1, 6.4	1	A recruiting brochure will be developed outlining the demographics of the district to distribute to potential teachers at placement days.	Supt./Network Administrator, Teacher	08/12	Dec. 2011
5.1	2	When teaching vacancies exist, certified teachers will be given preference in regard to hiring.	Supt./Principals	08/12	Ongoing

<b>Facilities/Staff/Resources</b>		<b>Strategy</b>		<b>Objective #10</b>	
<b>Measurable Objective:</b> District long range plans as well as board policy will reflect that facilities and equipment will be kept clean, safe, and up to date regarding repairs and improvements.					
<b>Objective Evaluation:</b> Surveys, regular inspections, committee input from the Superintendent's Advisory Committee as well as the board of education will be used to assess that facility and equipment needs are addressed in a timely fashion as allowed by budgetary considerations.					
Standard Indicator	Strategy Indicator	Action Plan	Person Responsibility	Start Date	Date Complete
8.10, 8.8, 8.11, 8.9	1	A long range facility plan will be maintained by the board based on feedback of staff, parents, and patrons of the district. This document will be made available to the public and will be revised annually.	Superintendent	08/12	Ongoing



8.10	2	Periodic inspections will be carried out by the maintenance staff and superintendent to assure that facilities are clean and safe for the children, staff, and patrons.	Superintendent, Head of Maintenance, Head Custodian	08/12	Ongoing
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Facilities/Staff/Resources		Strategy	Objective #11		
<b>Measurable Objective:</b> All support services will be maintained with available funding and qualified staff to best service student needs.					
<b>Objective Evaluation:</b> Each support program director will develop an evaluation instrument to track and monitor services and to determine if funding is adequate to provide those services.					
Standard Indicator	Strategy Indicator	Action Plan	Person Responsibility	Start Date	Date Complete
8.11, 8.12, 8.13, 8.14, 6.8	1	Budget needs of the following support services programs will be designed in cooperation with the directors of the programs with every effort being made to provide adequate funding to provide adequate services; LMS, Transportation, Health Services, and Food Services.	Superintendent/Program Managers	08/12	Ongoing
8.11, 8.12, 8.13, 8.14	2	Health benefits will be provided to staff who are twelve month employees or who have been with the district five years. Bus drivers will be provided health insurance immediately upon employment. Health insurance benefits will hopefully help	Superintendent/Board of Education	08/12	Ongoing



		recruit and retain support staff employees.			
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Facilities/Staff/Resources		Strategy	Objective #12		
<p><b>Measurable Objective:</b> Up to date resources, equipment, training, and technology is available to support instruction and curriculum.</p> <p><b>Objective Evaluation:</b> Annual on-site inventories of the resource equipment will be carried out by the tech director and building principals driven by staff input as it relates to their instructional needs. In addition text books, workbooks and other consumable materials will be purchased.</p>					
Standard Indicator	Strategy Indicator	Action Plan	Person Responsibility	Start Date	Date Complete
6.4, 6.1, 6.3	1	Building principals will meet with staff to determine reusable classroom resources such as textbooks, workbooks, reading books. All material will support the curriculum and lesson plans of the teacher. Funding will be provided by local funds, Title I, and various grants	Principals/Teachers	08/12	Ongoing

Parent and Community Involvement		Strategy	Objective #13		
<p><b>Measurable Objective:</b> Parent and community involvement efforts will include parent nights, media outlets, classroom newsletters, parent-teacher conferences, At-Risk meetings and the use of technology to improve communication through district and teacher websites, School Reach and Lumen student records program.</p> <p><b>Objective Evaluation:</b> Attendance will be taken to determine the percent of parent involvement at select school sponsored events. The number of visits to the school website and the parent portal of Lumen student records program will be monitored.</p>					
Standard Indicator	Step Number	Action Plan	Person Responsible	Start Date	Date Completed
8.8, 7.5, 6.1, 3.1,	1	Each teacher will design and	Network Administrator/Classroom	08/12	Ongoing



6.6, 7.3, 8.1, 8.2, 6.9, 8.3		maintain a webpage under the supervision of the Network Administrator to keep parents informed of what is occurring in his/her classroom and include daily homework assignments and quiz/test dates. In addition, teachers may send home a classroom newsletter highlighting weekly activities.	teachers		
7.5.3	2	The district will continue to appoint a webpage manager to keep the school's homepage updated with important dates, events and activities.	Superintendent/Webpage Manager	08/12	Ongoing
7.5.3	3	Each teacher will update grades in the student records program, Lumen, at least weekly. This will be monitored by the building principals.	Classroom teachers/Building Principals	08/12	Weekly
7.5.3	4	The building principals will email contact information for the Centralia Fireside Guard to all teachers/club	Building Principals/Teachers/Club Sponsors/Coaches	08/12	Beginning of School Year/Ongoing



		sponsors/coaches at the beginning of the school year and encourage them to communicate upcoming events and student accomplishments.			
7.5.1, 7.5.3	5	District-wide parent/teacher conferences will be held once per semester to review student achievement. The Calendar Committee will identify dates for parent/teacher conferences when developing the calendar. In addition, At-risk meetings will be held with parents/guardians, students, teachers, principals and counselors as needed to address concerns and identify strategies to improve student performance.	Calendar Committee/Teachers/At-Risk teams	08/12	Twice per year/As needed
7.5.1, 7.5.3	6	The district will identify and implement incentive programs to increase parental involvement and attendance at school sponsored activities. This may include: personal	Superintendent/Principals/Staff	08/12	Ongoing





		invitations to activities/events, meals, parties for the class with the greatest attendance and raffles/drawings.			
7.6, 7.5.3	7	The district will develop and implement an active volunteer program. Volunteers will assist with classroom activities such as reading and making copies. The district will seek assistance from clubs/organizations to help cover the cost of background checks for volunteers.	Volunteer Director, Building principals/Teachers	08/12	Ongoing

Governance		Strategy		Objective #14	
<b>Measurable Objective:</b> The school board, with staff assistance, will evaluate and review each school district program annually.					
<b>Objective Evaluation:</b> Board minutes will reflect approval of each program manager's report.					
Standard Indicator	Strategy Indicator	Action Plan	Person Responsibility	Start Date	Date Complete
3.1, 8.1, 3.2, 8.7, 4.1, 7.7, 4.3, 6.1	1	Administrators and program managers will meet, with the board, to design an evaluation criterion for each program.	Superintendent/Program Managers/Principals/Board of Education	08/12	June (annually)
8.1, 8.7, 7.7	2	Prior to the month of May, each program manager	Program Managers	08/12	May (annually)



		will complete their evaluation either using a self-reporting form or sending out surveys to students, staff, and parents.			
8.1	3	In May and June of each year the various program managers will present their program evaluations to the board of education for approval and recorded in the minutes of the board.	Program Managers	08/12	June (annually)

Governance		Strategy		Objective #15	
<p><b>Measurable Objective:</b> Under the guidance of the superintendent, the board of education will revise school polices where and when appropriate including but not limited to such areas as employment practices, financial management, school climate, reporting to DESE and other agencies.</p> <p><b>Objective Evaluation:</b> The Board of Education will annually revise/adopt policies and receive a report from the districts auditor to ascertain effectiveness of their policies and procedures.</p>					
Standard Indicator	Strategy Indicator	Action Plan	Person Responsibility	Start Date	Date Complete
8.3, 8.6, 8.4	1	The district will continue contracting with a policy service company to provide updates and revisions to district policies.	Superintendent	08/12	Ongoing
6.7, 8.3	2	The superintendent will attend state and regional meetings to keep current with legal and policy matters and report to the board such information that might require policy revision.	Superintendent	08/12	Ongoing
8.9, 8.3	3	The district will post	Superintendent/	08/12	Ongoing



		school policy on the web site for patrons, staff, and other interested parties to view.	Network Administrator		
8.6.1	4	The board will contract an auditing firm to perform an annual or bi-annual audit which will be made available to the public.	Superintendent/ Board of Ed.	08/12	Annually
7.7	5	The superintendent will report as required all school data to DESE and other agencies as required.	Superintendent	08/12	Ongoing

Technology Acquisition		Strategy		Objective #16	
<b>Measurable Objective:</b> To provide quality technology hardware and software for staff and student use.					
<b>Objective Evaluation:</b> The technology director will prepare an evaluation of the technology dept. and present it to the board of education in May of each year.					
Standard Indicator	Strategy Indicator	Action Plan	Person Responsibility	Start Date	Date Complete
6.4, 6.1, 6.3	1	Ongoing on-site inventories will be performed by the building principals and Tech. Director to ascertain technology hardware/software needs of the district.	Principals/Network Administrator	08/12	Ongoing
6.4, 6.1, 6.3	2	The Tech. Director will utilize Federal and local funds, when available, for purchasing necessary hardware/software.	Superintendent/Federal Programs Coordinator/Network Administrator	08/12	Ongoing



Professional Development		Strategy		Objective #17	
<p><b>Measurable Objective:</b> To increase teachers' instructional knowledge of effective student learning over time.</p> <p><b>Objective Evaluation:</b> To actively participate in Professional Learning Communities to encourage teaching staff to collaborate with one another on strategies that will increase student learning.</p>					
Standard Indicator	Strategy Indicator	Action Plan	Person Responsibility	Start Date	Date Complete
6.7	1	The district will demonstrate our commitment to collaboration between staff, administration, students and parents.	Superintendent, Curriculum director, Principals, teachers.	08/12	Ongoing
6.7	2	The district will demonstrate that its curriculum is aligned with standards and rigorous in nature.	Principals, Curriculum director, teachers	08/12	Ongoing
6.7	3	The district will demonstrate that our instruction is based on well-articulated, purposeful, and specific learning targets. Instruction will be data driven and differentiated to ensure learning for all.	Principals, Curriculum director, teachers	08/12	Ongoing
6.7	4	The district will focus on molding our students into responsible, respectful, and accountable citizens.	Principals, Curriculum director, teachers	08/12	Ongoing

