

# **Stanberry R-II School District**

## **Comprehensive School Improvement Plan**

**April, 2009**

**Revised April 2019**



### **Mission Statement**

**The mission of the Stanberry R-II School District, serving as a unifying element of our community, is to develop students who strive for excellence with a healthy intellectual, physical and emotional balance that will enable them to become lifelong learners and productive citizens in a changing society.**

## **Description of the CSIP Process**

**By Dr. Bruce Johnson, Superintendent**

### **I. Planning Process**

#### ***A. Organization***

A committee of several administrators, staff, parents, board members, and community members were appointed to develop the Comprehensive School Improvement Plan by reviewing the District's mission, philosophy, MSIP data, student performance data and other pertinent information. This committee worked to identify at least six District goals and to study District beliefs.

This planning committee worked on the development of strategies and actions steps to meet the identified goals. The planning committee, which divided themselves into focus groups, developed the strategies and actions steps, with the committee as a whole reviewing each strategy and action step along the way. All strategies and actions steps were aligned to the new EPEGS reporting system and the Missouri School Improvement Standards and Indicators. Once the Comprehensive School Improvement Plan was complete, the planning committee recommended it to the Board of Education for consideration and adoption.

#### ***B. Leadership***

Much of the leadership in developing the School Improvement Plan was provided by Dr. Gary Howren, CSIP Facilitator, in conjunction with administrators, staff, parents, students, and community members serving on the planning committee to develop district strategies. As facilitator, Dr. Howren outlined the process for committee members, answered questions throughout the whole process and led the group to consensus on objectives, strategies and action steps. This committee provided valuable input into the planning process and upon completion of their work, provided a final draft to the Superintendent. Following a review of the draft, a final draft was given back to the committee for review. The Superintendent then recommended the Comprehensive School Improvement Plan to the Stanberry R-II Board of Education. Following a review by the Board, the Comprehensive School Improvement Plan was approved at a Regular Board of Education meeting on April 20<sup>th</sup>, 2009.

After approval of the Comprehensive School Improvement Plan in April, 2009 – the plan will continue to be updated as outlined.

### ***C. Comprehensive School Improvement Planning Committee***

<b>CSIP Committee Focus Groups</b>	<b><u>H.S Instruction &amp; Curriculum</u></b>	<b><u>Elem. Instruction &amp; Curriculum</u></b>	<b><u>Extra Curricular &amp; Co-Curricular Activities</u></b>	<b><u>Technology</u></b>	<b><u>Parent and Community Involvement</u></b>	<b><u>Governance – Administration – Buildings &amp; Grounds</u></b>
<b><i>Chairperson</i></b>	Greg Dias	Bob Heddinger	Dan Collins/Shane Hilton	Lisa Craig	Marci Messner	Bruce Johnson
<b><i>Board Rep.</i></b>	Tony Jennings	Joe Bremer	Jeff Osborn	Mike Duley	Gene Noble	Bob Birdsell
<b><i>Faculty/Staff Rep.</i></b>	Vickie Morin	Diann Jones	Jill Heddinger	Roxanne Hoover	Joyce Moffat	Sharon Luke
	Jane Newcomer	Michele Kelley	Ryan Madison	Paula Sager	Janet Graf	Linda Brady
	Kevin Fisher	Diane Jensen	JoAnne Lewis	Anita Noble	Jill Lockhart	Don Graf
<b><i>Community Reps.</i></b>	Phil Jensen	Becky Stoll	Karla McQueen	Randy Luke	Julie Duley	Becky Luke
	Betsy Conover	Kyle Beggs	Chris McMillen	Shanda Parrish	Marci Sager	Christy Osborn
	Tammy Gage	Bradshaw Cowan	Max Ellis	Maggie Marticke	Terry Woods	Amy Messner
	Bill Bracken	Kathy Pratt	Kent Peterson	Jessica Woods	Sharon Luke	

One large group meeting was held on January 7<sup>th</sup>, 2009 to begin the process. Focus groups met that evening after the large group meetings to begin their planning process. Each focus group scheduled additional meetings to review data and to write strategies/action steps. On February 9<sup>th</sup>, 2009 another large group meeting was held for focus groups to report and to receive consensus on strategies/action steps by the entire planning committee.

### **II. Data Considered by the Committee**

The facilitator outlined the following data sources for the committee to consider. Several documents were copied and sent to committee members related to this data. In addition, websites were reviewed for committee members to further exam data sources. Sources of data included:

- District Attendance
- Performance in Testing in all areas
- Placement after Graduation
- Performance in MAP Testing
- Graduate Follow Up Survey Results

- District Report Card Information
- District Annual Performance Reports
- Graduation Rate
- Special Education State Profile
- MSIP Information

### **III. Dissemination of the Plan**

After the Comprehensive School Improvement Plan has received approval from the Stanberry R-II Board of Education and the Department of Elementary and Secondary Education, the plan will be shared with the community through staff meetings, local newspapers, the school newspaper, open house programs, and presentations to local organizations and school groups. Progress toward these goals will be shared in the same ways as listed above and within the district's Report Card. Each school will be expected to develop goals to help meet the District's goals and to achieve the District's mission.

### **IV. Evaluation of the Improvement Plan**

The Superintendent of Schools has the responsibility for monitoring implementation of the Comprehensive School Improvement Plan. The District will review progress toward the identified goals annually. Each year a standing CSIP committee in cooperation with the administration will be asked to evaluate progress toward District goals. Their findings, including areas that need to be added or amended, will be reported to the Board at their regular June meeting. Any changes will be recommended to the Board of Education for consideration and approval and forwarded to the Missouri Department of Elementary and Secondary Education for approval.

### **V. New Comprehensive School Improvement Plan**

The Stanberry R-II School District will develop a new Comprehensive School Improvement Plan at least every five years. On the five-year review, a new Comprehensive School Improvement Planning Team will be selected. The next scheduled date for a total review of the CSIP is during the 2013-2014 school year.

## **Beliefs Regarding Students and Learning**

**The district believes that:**

- \* The school should prepare the whole child to become a productive member of society;**
  
- \* The role of each teacher is to provide opportunities for each student to achieve at the maximum level and to promote through teaching and example the principles of the democratic way of life;**
  
- \* Education is a cooperative process involving home, school and community;**
  
- \* Expectations should be high for students and staff;**
  
- \* The foundation of the district's educational program is based on the development of competencies in the basic fundamentals of reading, oral and written communications and mathematics.**

## STUDENT PERFORMANCE

**State Goal #1 Defined:** *Develop and enhance quality educational/instructional programs to improve performance and enable students to meet their personal, academic, and career goals.*

- **New Objective #1:** That the Stanberry R-II students will perform at or above the state average annually on the MAP and EOC exams with respect to proficient or advanced levels.
  - ~~**Old Objective #1:** Achieve a 10% increase in the number of students achieving at the proficient or advanced level of MAP and End of Course exams between the first year of the CSIP cycle compared to the fifth year of the CSIP cycle.~~
- **Strategy #1:** Analyze performance data from the MAP and End of Course Exams by the Board of Education, Administration and Faculty to continue to identify improvement needed in student performance areas.

**Person Responsible: Board of Education / Administration / Faculty**

**Funding Source: All local, state and federal funds**

**Date to Implement: August, 2009**

**Date to Complete: On-going**

- **Action Step #1:** Continue support, actively investigate ideas and continually improve the Language Arts/Reading program as it is vitally important to all subject areas and post-secondary goals regardless of what they are.
- **Action Step #2:** Continue to pursue high scores on the continually changing Missouri Assessment program as well as the ACT, ASVAB and ACCUPLACER.
- **Action Step #3:** Continue to maintain the current class offerings to enable student choice and address student needs.
- ~~**Action Step #4:** Design classroom curriculum to utilize time in class.~~
- **Action Step #5:** Align curriculum and assessments to the Missouri Learning Standards

## HIGHLY QUALIFIED STAFF

***State Goal #2 Defined: Recruit, attract, develop, and retain highly qualified staff to carry out the LEA/District mission, goals, and objectives.***

- **Objective #1:** The district will continue to employ 100% of their positions with highly qualified staff as defined by the Missouri Department of Elementary and Secondary Education.
  - **Strategy #1:** Stanberry R-II School District will continue to provide high quality professional development to 100% of district teachers.

**Person Responsible: PD Committee/Principals**  
**Funding Source: PD Funds/District Funds**

- **Action Step #1:** Allows Provide and promote teachers time to collaborate.
  - **Action Step #2:** Provide research based instructional practices training.
  - **Action Step #3:** Train teachers to educate children with a multitude of home and personal issues.
  - ~~**Action Step #4:** Train teachers on a district wide writing process.~~
- **Strategy #2:** The district will fill 100% of their vacancies with highly qualified staff as defined by the Missouri Department of Elementary and Secondary Education.

**Person Responsible: Board of Education / Administration**  
**Funding Source: District, State and Federal Funds**

- **Action Step #1:** Actively recruit at college and job placement days.
- ~~**Action Step #2:** Research the development of a cadet teaching (grow your own) program.~~
- **Action Step #3:** Maintain competitive salaries and insurance benefits.
- ~~**Action Step #4:** Maintain as many present staff and programs as feasible.~~
- **Action Step #5:** Maintain low student to teacher ratios using the desirable and minimum standards provided by DESE.

## FACILITIES, SUPPORT, AND INSTRUCTIONAL RESOURCES

**State Goal #3 Defined:** *Provide and maintain appropriate instructional resources, support services, and functional and safe facilities.*

- **Objective #1:** A comprehensive building and grounds plan will be approved by the Board of Education by the end of the 2010-11 school year. Building and grounds plans will be reviewed at least every two years by the board or an assigned committee as a tool to provide direction for maintaining and improving the facilities and grounds.
  - **Strategy #1:** The district will update/modify a five year building and grounds plans to address major issues in maintaining and improving the facilities of the school district.

**Person Responsible:** Board of Education / Superintendent

**Funding Source:** District Budget, Capital Projects Fund, Federal Stimulus Money

**Date to Implement:** August, 2009

**Date to Complete:** May, 2011

- ~~Action Step #1:~~ The plan will include completion of present demolition and phase II building plans.
  - ~~Action Step #2:~~ The district will consult with all factions inside and outside of the school when completing the facilities/grounds document.
  - **Action Step #1:** The district will review energy conservation measures and include those feasible in the planning document.
  - **Action Step #2:** Financial resources for this planning document will be reviewed so strong district fund balances will be maintained.
  - **Action Step #3:** The Building and Grounds Plan will be reviewed at least every two years by the board or an assigned committee. Last reviewed in February 2021.
- **New Objective #2:** The district will continue to provide up-to-date technology and software as needed annually and train 100% of district teachers on technology.
- ~~Old Objective #2:~~ The district will continue to provide up-to-date technology by replacing 85% of technology every five years, replacing outdated software, and train 100% of district teachers on district owned technology.
  - **Strategy #1:** Continue to emphasize technology in the district by updating 85% of technology equipment and replacing outdated software between the first year of the CSIP cycle compared to the fifth year of the CSIP cycle.

**Person Responsible:** Technology Director / Superintendent/Principals/Technology Committee

**Funding Source:** District Technology Budget, REAP Money, Federal Stimulus Money



**Date to Implement: August, 2019**

**Date to Complete: May, 2024**

- **Action Step #1:** Research current changes in technology and software to provide students with the tools necessary to be successful in post-secondary education or the work force.
- **Action Step #2:** Research current changes in technology and software to provide teachers with the tools necessary to be successful and more efficient in the classroom.
- **Action Step #3:** Continue to purchase and replace technology as needed.
- **Action Step #4:** Update outdated software on as needed.

- **Strategy #2:** Provide adequate technological training to teachers to ensure quality instruction for students by training 100% of teachers on district-owned technology.

**Person Responsible: Technology Director/Principals/Technology & PDC Committees**

**Funding Source: PDC Funds, REAP Money, Federal Stimulus Money, Local Tech. Budget**

**Date to Implement: August, 2019**

**Date to Complete: May, 2024**

- **Action Step #1:** Develop and administer surveys and questionnaires to teachers periodically in order to evaluate technological needs and status of teachers.
- **Action Step #2:** Continue to offer professional development opportunities to teachers to improve confidence in the use of technology in the classroom.
- ~~**Action Step #3:** Open parent portal so teachers can communicate via technology with parents regarding their child's grades, lunch, etc. via the school website.~~
- ~~**Action Step #4:** Technology education should support college AND technical/vocational field requirements.~~

## PARENT AND COMMUNITY INVOLVEMENT

**State Goal #4 Defined:** *Promote, facilitate and enhance parent, student, and community involvement in LEA/DISTRICT educational programs.*

- **Objective #1:** Increase **Encourage** parent and community involvement in district programs and activities **by maintaining enrollment in our district parent organizations (PAT program, PTO, Athletic and Music Booster Clubs) and communicating through several different technology options (website, Facebook, Twitter).** ~~as measured by a variety of criteria including a 25% increase in the number of parents that regularly utilize the district website and a 100% increase in participation in PTO meetings.~~
  - **Strategy #1:** ~~Increase by 25% parental usage of the district website by improving the website to better meet their needs and by increasing publicity on its use.~~ **As a school district, continue to improve and utilize several different technology options to communicate with parents and the community.**

**Person Responsible: Technology Director / Superintendent**

**Funding Source: District Technology Budget – State/Federal Funds**

**Date to Implement: August, 2009**

**Date to Complete: May, 2014**

- **Action Step #1:** Survey parents at fall parent/teacher conferences to measure who is using website, Facebook, Twitter, textcaster and also ask if there is another way to communicate that we are currently not using.
- **Action Step #2:** Advertise the website in the Bulldog Bark, Tri-County newspaper, Gentry County Shopper, textcaster, Facebook, Twitter, Channel 12, notes home and via parental email.
- **Action Step #3:** Have all teachers create and maintain web pages.
- **Action Step #4:** Have website up in all classrooms during the open house and orientation to advertise.
- **Action Step #5:** Promote all present meaningful parent/community involvement of school programs (includes: PTO Open House, Early Bird Tutoring, Study Buddies, P/T Conferences, Parent Portal, Teacher Email, PAT program, Music Booster Club, Athletic Booster Club).
- **Action Step #6:** Utilize the parent tab on the website by posting links to articles, videos, challenges, etc.
- **Strategy #2:** ~~Increase the amount of PTO participation at meetings by 100% between the first year of the CSIP cycle compared to the fifth year of the CSIP cycle.~~ **Maintain and/or increase parent participation in all parent programs such as PTO, PAT, Athletic and Music Booster Clubs,**

**Person Responsible: Elementary Principal / PTO Officers**

**Funding Source: PTO Funds**

**Date to Implement: August, 2009**

**Date to Complete: May, 2014**

- **Action Step #1:** Have students present a program at the meetings. Have the PTO available at Open House to encourage membership.
- **Action Step #2:** Have meetings scheduled at the beginning of the year.
- **Action Step #3:** Use the same color of bright paper for all PTO parent organization notices, and use mass email, website, textcaster, Facebook, and Twitter to parents to advertise.
- **Action Step #4:** Send notices home to parents well in advance. (Thursday for a Monday meeting).
- **Action Step #5:** Create and maintain a PTO web page for all parent organizations on the district website to promote events, post minutes, and announce meetings. Designate a faculty member or PTO organization officer to maintain the web page.

**GOVERNANCE**

***State Goal #5 Defined: Govern the LEA/District in an efficient and effective manner providing leadership and representation to benefit the students, staff, and patrons of the district.***

- **Objective #1:** The district will review all district safety procedures and plans within the next three years to assure a safe and comfortable school environment.
  - **Strategy #1:** Review 100% of district safety procedures and plans within the next three school years to on an on-going basis to assure a safe and comfortable school environment is maintained.

**Person Responsible: Board of Education / Superintendent/Principals/Safety Committee**

**Funding Source: District Safety Funds, Federal Stimulus Money**

**Date to Implement: August, 2009**

**Date to Complete: May, 2012**

- ~~**Action Step #1:** The district will assure the safety of students to and from class during the demolition period.~~
- ~~**Action Step #2:** The district will develop a system of secure entry into the building that reduces entrances and assigns staff view of entrances either in person or via security cameras.~~
- **Action Step #1:** The district crisis plan will be reviewed by a committee and rewritten to include the newest safety procedures. (on-going)
- ~~**Action Step #4:** New tornado/fire/intruder/bomb scare/earthquake evacuation procedures will be finalized after the phase II building project is complete. Proper location for tornado housing will be studied.~~
- **Action Step #2:** The district will maintain bus routes that do not keep students on buses more than one hour and fifteen minutes per trip. (on-going)

- **Action Step #3:** Examine emergency operation procedures through table top scenarios on an annual basis. This will be conducted by the safety committee.
  - **Action Step #4:** The district will conduct annual Intruder Training for all staff and Intruder Drills for all students and staff.
  - **Action Step #5:** The district will purchase, install, and train staff on the use of Crisis Go.
- **Objective #2:** The District will develop a communication plan to ensure that the staff, students, parents, and patrons are clearly and properly informed on an on-going and consistent basis.
  - **Strategy #1:** Review current practices.
    - **Action Step #1:** Conduct a survey to determine the effectiveness of current communications methods.
- **Objective #3:** The board of education will maintain and update board approved policies and regulations.
  - **Strategy #1:** Following the recommendations of the district's legal service - Missouri Consultants for Educators (MCE) the board will adopt and approve all necessary policies.
    - **Action Step #1:** Review at least five board policies each month at the regularly scheduled board meeting.
    - **Action Step #2:** Ensure policies are updated according to legal standards.

## EXTRA AND CO-CURRICULAR ACTIVITIES

**Locally Developed Goal #1 Defined:** *Maintain extra and co-curricular activities that encourage participation and work in connection with classroom activities to enable students to meet their personal, academic and career goals.*

- **Objective #1:** The Stanberry R-II School District will achieve a rate of 95% or better of student involvement in extra-curricular and co-curricular activities for grades 7-12 by the end of the five year CSIP cycle.

- **Strategy #1:** Improvement of facilities and equipment within the school district.

**Person Responsible:** Board of Education / Administration / Athletic Directors

**Funding Source:** District Budget, SPDC, Local Foundations, Grants

**Date to Implement:** August, 2019

**Date to Complete:** May, 2024

- ~~**Action Step #1:** Construction of permanent bleachers at the football stadium.~~
- ~~**Action Step #2:** Installation of a new P.A. system and the football stadium and evaluate the P.A. system in the school gym.~~
- ~~**Action Step #3:** Purchase new equipment for academic team contests.~~
- **Action Step #1:** Install new retractable basketball goals and remove existing spare boards in the gym. Update backboards in the multi to square backboards and breakaway rims.
- **Action Step #2:** Reconfigure the existing crow's nest to add a bottom story for coaches/media booths.
- **Action Step #3:** Construction of a storage shed/bullpen canopy at the South end of the track for pole vault, high jump, discus, and hurdle storage.
- **Action Step #4:** Update bathroom facilities at the football field.
- **Action Step #5:** Purchase new scoreboards for the gym, football field and softball field.
- **Action Step #6:** Install drainage tile on both sides of the football field inside the runways.
- **Action Step #7:** Update team chairs for the gym.

- **Strategy #2:** Strengthen overall extra-curricular and co-curricular activities within the district.

**Person Responsible:** Board of Education / Administration / Athletic Directors

**Funding Source:** Local Budget Funds / Varsity Athletic SA Funds

**Date to Implement:** August, 2019

**Date to Complete:** May, 2024

- ~~**Action Step #1:** The administration will review what activities get funding for district and state sponsored events and present an analysis and financial plan to the board of education for approval.~~
- **Action Step #1:** The district will provide academic support to all students involved in school sponsored activities to maintain good academic status.
- **Action Step #2:** The district will observe a “dead time” according to MSHSAA guidelines or local board decision during the summer to allow families more time in the summer.
- **Action Step #3:** Outside of summer conditioning, all team camps will conclude by July 4.
- **Action Step #4:** The district will visit the cooping option with other schools on a need to need basis.

## **FACILITATOR'S STATEMENT:**

The following items were discussed within the CSIP committees. They are legitimate questions, improvements, and/ or suggestions. Although not appearing specifically in the plan presented. They can be addressed in normal school improvement efforts without being addressed in the Comprehensive School Improvement Plan. The person responsible or best qualified to address the issues is stated. The facilitator recommends that these issues be addressed by appropriate school personnel without being a specific component of the official school improvement plan.

## **Parent and Community Involvement:**

- Northwest Cellular text messaging used to promote website (Superintendent).
- Can Career Ladder be used if a faculty member is maintaining the PTO web page (Superintendent)?
- Can a survey be incorporated into the teacher's web pages to see what parents are using the website (Technology Director)?

## **Governance:**

- An east to west sidewalk/entry from the playground to the building will be reviewed to help with classroom disruptions after all building phases are complete (Superintendent).

## **Technology:**

- Can cell phone Bulldog text alert messages be sent as email (Superintendent)?
- Implement more use of technology such as PowerPoint, Word, and Excel in the junior high curriculum (H.S. Principal).
- Evaluate possibility of required exploratory computers course in JH (H.S. Principal).
- Equip classroom teachers with portable microphones (Superintendent / Tech. Committee).
- Require teacher Web Pages with specific content on them such as syllabus, spelling lists, class schedule, etc. (Principals).

I would like to commend all of the participants who helped the Stanberry R-II School District in formulating this Comprehensive School Improvement Plan. I also would like to thank Dr. Johnson and the Board of Education for inviting me to aid in this school improvement effort. With the official approval of this plan the real work to implement the plan and achieve the identified objectives begin. I am sure the Stanberry R-II School District and students will benefit from this effort.

Gary Howren, Ed.D.  
CSIP Facilitator