

# Green Forest R-II School District

COMPREHENSIVE SCHOOL IMPROVEMENT PLAN  
ACCOUNTING



BOARD ADOPTED DECEMBER 18, 2018

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## **Introduction**

As a component of the implementation of the Fifth Cycle Missouri School Improvement Program review process, all districts are required by the Missouri Department of Elementary and Secondary Education to develop a Comprehensive School Improvement Plan that will direct the overall improvement of its educational programs and services. The Green Forest R-II School District reviews the district CSIP yearly. The purpose of the plan is to focus on the future goals of the District that need to be developed and implemented over the next five years. It is the plan that centers on the improvement of the District with a strong focus on enhancing student achievement and performance levels.

## **Planning Process**

The CSIP committee meets annually to discuss the current goals and to develop future goals. The Committee identifies data sources to analyze to help determine areas for improvement. The committee has identified areas of focus and combined those areas into four goals. Those goals are identified in the plan.

## **CSIP Committee**

Kevin Prugh-Superintendent  
Wanda Tatom-Principal  
Amber Toman-Board Member  
Marsha Gabel-Executive Assistant  
Lexi Keith-Curriculum Director/Librarian  
Christy Adamson-RN, Safety Coordinator  
Sierra Hagler-Technology Coordinator  
Katie Mahurin-Teacher  
Billie Sims-Teacher  
Kendra Schmitt-Teacher  
Tricia Manson-Parent  
Angel Richardson-Parent  
Natalie Todd-Grandparent  
Gunnar Konkell-Student  
Gracie Brooks-Student

### **Mission Statement**

It is the mission of Green Forest R-II to serve as a training ground for well-rounded lives. Our mission is to educate our students in academics, the arts, technology, physical fitness, and character building. It is our aim to partner with parents to raise complete self-sufficient and responsible human beings.

### **Beliefs/Vision**

The Board of Education believes that each person should be accepted into the education program and provided with a stimulating environment and opportunities for learning experiences that are designed to help him or her make satisfactory adjustments to life.

In practical application of this philosophy, opportunities shall be provided to each person to: obtain an education, considering his/her personal interests, abilities, and needs; learn citizenship and democracy by emphasizing interest and participation in world and community problems; develop emotionally, morally, and socially so that he/she is increasingly able to cope with life's problems; develop a healthy body; develop cultural and aesthetic appreciation.

The ultimate purpose of education is to help each student become an effective citizen in a democracy, to develop self-sufficiency, accept the responsibilities and obligations of good citizenship, and prepare them to participate successfully in the world of tomorrow. We hope that students will participate in the varied activities within our school. This will help prepare students to live a better life and take their place in this complex technological society. Remember that a student's success in this school will be directly proportional to the student's efforts.

### **Data Analysis**

The plan will focus on improvement by assessing its present status and comparing that status to what it wants to become in the future. The committee analyzed internal and external factors to help identify areas for improvement.

#### **Internal Analysis**

Annual Performance Report (APR)  
Missouri Assessment Program Results  
Discipline Data  
Attendance Data  
Teacher Evaluation  
Student Growth Data  
Technology Availability  
Program Evaluation Reports  
District Surveys

#### **External Analysis**

Poverty  
Community Demographics  
State Requirements  
Federal Requirements  
Missouri Learning Standards

## Goal 1

**Develop and enhance quality educational and instructional programs to improve performance and enable students to meet their personal, academic, and career goals. MSIP-5 P-1, P-2**

**Objective 1** – The districts MAP Performance Index (MPI) will be “On Track” for the 2020 targets or will experience a 3% of MPI Gap increase annually in academic achievement and subgroup achievement in all tested areas based on the Missouri Assessment Program. MSIP-5: P1, P2, R1, R2, R4, TL1, TL2, I1, I2, I3, I5, I7, I11, G1, G4, G8, G10

**Person Responsible:** Administration, Technology Director, Curriculum Director

**Funding Sources:** Title I, Local Funds, Basic Formula-State Monies

**Strategy 1:** The district will monitor and analyze formative and summative assessment results to determine the need for changes in curriculum, instruction, or assessment.

**Action Steps:**

1. Results of data analysis will be used by buildings to develop school improvement goals.
2. Ongoing professional development will be provided to address weaknesses found through data analysis.
3. Benchmark assessments and scoring guides will be used at each grade level to monitor the mastery of the Measurable Learner Objectives.
4. Teachers will utilize the Data Team cycle process to ensure mastery of the Measurable Learner Objectives and adjust instructional practices as needed.
5. Building administrators will meet with the Data Teams to discuss and monitor SMART goal progress.

**Strategy 2:** Academic intervention programs will be developed, maintained, and made available to all students not mastering Missouri Learning Standards.

**Action Steps:**

1. Administrators and teachers at each building will develop criteria for students to qualify for services in intervention programs.
2. Effectiveness of the intervention support programs will be evaluated on an annual basis.
3. Students who are considered at-risk will be referred to the building Intervention Team for pre-referral screenings.
4. Students who are identified as at-risk will receive appropriate interventions/programming.

**Strategy 3:** The district will align curriculum to the Missouri Learning Standards-Expectations

**Action Steps:**

1. All district curriculum will be aligned to the Missouri Learning Standards-Expectations
2. Benchmark, formative, and summative assessments will match the rigor of state assessments.
3. Formative and summative assessments will be evaluated and revised as needed.

**Strategy 4:** All buildings will implement and monitor higher order thinking skills.

**Action Steps:**

1. Teachers will be trained to implement critical thinking skills.
2. Students in all classes will be taught critical thinking skills.
3. Principals will monitor the implementation of critical thinking skills strategies.
4. Assessments will be aligned to DOK level and critical thinking skill found in each Measurable Learner Objective.

**Strategy 5:** All teachers will implement research based literacy strategies in all content areas.

**Action Steps:**

1. Content area teachers outside of the ELA classroom will emphasize literacy experiences when planning for and teaching content.
2. Teachers will require students to write informative/explanatory and argumentative pieces.
3. Teachers will create time for close and careful reading of text.
4. Teachers will engage students in rich and rigorous conversations around common text.
5. Professional development on implementing research based literacy strategies will be provided.

**Strategy 6:** The district will provide opportunities that enhance learning for all groups of students.

**Action Steps:**

1. The district will offer Title I services to all district children.
2. The district will seek to maintain classroom size at the minimum level as defined by MSIP-5 Standards.
3. Title 1 funds will be used to supplement instruction through the intervention program.
4. Grade levels and departments will meet to collaborate about student needs and develop plans to differentiate instruction.
5. Highly qualified instructional aides will work on identified needs and goals with students in the classroom individually or in small groups.

**Strategy 7:** The district will use technology creatively across all grade levels and subjects to empower students to think critically and engage in their own learning.

**Action Steps:**

1. District funds and donations will be utilized to supplement technology in the classroom.
2. The district will incorporate information technology literacy skills based on NET\*S for grades K-8
3. As part of the district's curriculum revision process, strategies will be developed and included that help students acquire 21st century skills such as information and communication technology, media literacy, and workplace readiness.
4. The District Technology Coordinator will collaborate with teachers to provide instruction and support for inquiry based learning at all grade levels during professional development meetings or on an individual basis.

**Objective 2-**The district will maintain an attendance rate of at least 95%. MSIP-5 P-4

**Persons Responsible:** Administration, Counselors, School Nurse, Teachers

**Funding Sources:** Title I, Local Funds, Basic Formula – State Monies

**Strategy 1:** The district will implement an attendance plan to increase students' attendance in each building.

**Action Steps:**

1. Green Forest will monitor daily attendance and partner with PTO and CTA to provide incentives for excellent attendance.
2. Parents are required to send in a note and any other paperwork associated with their child’s absence.
3. School Nurse will generate absentee lists/data. An attendance letter will be sent to parents after the sixth missed day.
4. Each building will implement programs which foster positive relationships between students and staff.

**Goal 2**

**The Green Forest R-II School District will attract, retain, and develop a high quality staff.**

**Objective 1** – The district will provide for a minimum of 30 hours of high quality professional development per academic year. MSIP: TL2, I7, G2, G8, G9, G10

**Persons Responsible:** Administration, Professional Development Committee

**Funding Sources:** Title I, Local Funds, Basic Formula – State Monies

**Strategy 1** – Certified staff will participate in job-embedded, systemic, professional development activities which are focused on increasing student achievement and critical in developing high quality staff.

**Action Steps –**

1. The district will provide a mentor for new certified staff to the district.
2. The district will support a comprehensive Mentor-Mentee program for teachers new to the district and profession.
3. The Professional Development Committee will use evaluation results, student data, and needs assessments to plan professional development activities.
4. The district will continue weekly vertical team meetings to allow teachers time to collaborate on student achievement, best practices, and progress monitoring.
5. All certified staff will create and implement professional growth plans as a part of their evaluation process.
6. Student achievement and growth will be a part of every certified staff summative evaluation.

**Objective 2** – The district will recruit, develop, and retain staff that meets 100% highly qualified status as defined by DESE. MSIP: R7, R8, R9, R10

**Persons Responsible:** Administration, Core Data Coordinator

**Funding Sources:** Title I, Local Funds, Basic Formula – State Monies

**Strategy 1** – The district will develop, deploy, and maintain consistent recruiting and selection processes that support a high quality workforce.

**Action Steps -**

1. Administrators will interview prospective candidates.
2. The district will post open certified positions on Successlink and on the district website.
3. Administrators will seek training on interview processes to identify highly-qualified candidates who are focused on increasing student achievement.

**Strategy 2** – The district will develop and retain highly qualified staff.

**Action Steps** –

1. Evidence of professional growth will be part of all certified evaluations in the district.
2. The district will develop strategies that enhance staff satisfaction and recognition.
3. The Core Data Coordinator will check course codes and teacher certification.
4. Administrators will utilize human resource documents to ensure all staff are highly qualified prior to hiring.
5. Administration will closely monitor teacher certification.
6. Any teacher in the emerging category on any indicator will participate in an improvement process.

**Goal 3**

**The Green Forest R-II School District will promote, facilitate, and enhance parent and community involvement in the district to support a safe, effective learning environment.**

**Objective 1** – At least 80% of parents/guardians will participate in district and building activities/programs as measured by participation sign-in sheets. MSIP: G6, G8, G9, G11

**Persons Responsible:** Administration, Counselors, Teachers, Technology Director

**Funding Sources:** Title I, Local Funds, Basic Formula – State Monies

**Strategy 1** – The integration of home-school-community will be supported by the district, in which communication, partnership and involvement are encouraged.

**Action Steps** –

1. The district will provide regular communication to parents about their child’s educational progress.
2. The district will provide regular communication to parents about educational programs, activities, and events in the district.
3. The district will continue to keep the school website updated to keep parents and the community informed.
4. Teachers will update the STI grade book weekly and progress reports will be sent home on the third and sixth week of each quarter.
5. Parent involvement/activity nights will be offered.
6. Green Forest R-II is a Title 1 school wide district and will have a signed parent compact that outlines the shared responsibility of how the parent/school/student relationship will work.
7. Green Forest has developed action steps for communicating with families of at-risk students. They are out-lined in the student handbook.
8. District will conference with each parent/guardian at the end of first quarter.
9. Parent and student surveys will be conducted at the end of first quarter.

**Strategy 2** – The district will utilize community resources to support a safe environment.

**Action Steps**–

1. The district will continue to contract with the Dent County Sheriff’s department to provide security and training.
2. The counseling department and the school nurse will provide safety education for district students.
3. The district will utilize community resources to support at-risk students.

#### Goal 4

**The Green Forest R-II school district will provide and maintain appropriate instructional resources, support services, and functional and safe facilities.**

**Objective 1** – The district will identify and obtain the resources needed to support quality research-based educational programs, technology, and services. MSIP: P1, P2, P4, R1, R5, R6, G8

**Persons Responsible:** Administration, District Technology Coordinator, District Curriculum Director, District Safety Coordinator

**Funding Sources:** Title I, Local Funds, Basic Formula-State Monies

**Strategy 1:** The district will continue to update existing technology and increase technology to a one-to-one rate.

Action Steps:

1. The Green Forest School District will continue to prioritize technology and include expansion in the district's yearly budget.
2. The Green Forest CTA and PTO will continue to prioritize technology for fund raising goals.
3. The DTC will continue to maintain and research technology to allow our student to be college and career ready.

**Strategy 2:** The district will continue to update and maintain the technology infrastructure and servers.

Action Steps:

1. The Green Forest School District continues to place technology updates in the school budget.
2. The DTC continues to maintain and review the districts technology plan and systems.

**Strategy 3:** The Green Forest School District will increase the safety and security of students and staff.

Action Steps:

1. The District Safety Coordinator will attend safety conference, maintain the Missouri 1 Plan, and provide safety training for district personnel and students.
2. The Green Forest School District will maintain a competent maintenance staff.
3. The Green Forest School District will maintain the integrity of the building and provide adequate space to deliver high quality instructional programs.
4. The Green Forest School District will provide for capital improvements.
5. The maintenance staff will ensure that the building is kept clean, well-maintained, energy efficient, safe, and healthful.
6. The outer doors to the maintenance room and the hallway by first grade will be replaced/updated with steel safety doors and with video surveillance.
7. The classroom doors will be updated with interior steel safety doors with thumb locking devices.

**Strategy 4:** The Library Media Center serves as an integral part of all instructional programs.

Action Steps:

1. Include the LMC as part of the Green Forest School District yearly budget.
2. The librarian will maintain a premium level of resources that are up-to-date and in shape.

**Strategy 5:** The Guidance and Counseling department will be an integral part of all instructional programs.

1. The Green Forest School District will maintain the recommended counselor to student ratio.
2. The district counselor will provide students will career training at all grade levels.
3. The district counselor will provide education to all grade levels on drug prevention.
4. The district counselor will provide training to all grade levels on bullying and cyber-bullying.
5. The district counselor will provide character education to all grade levels.