

HARRISBURG R-VIII SCHOOL DISTRICT

Comprehensive School Improvement Plan

March 11, 2013

Harrisburg R-VIII Board of Directors

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STUDENT PERFORMANCE

PERFORMANCE GOAL

Develop and enhance quality educational/instructional programs to improve performance and enable students to meet their personal, academic, and career goals.

Measurable objective:	All students will proceed from high school graduation to a college or post-secondary vocational or technical school or high wage job with work place skill development opportunities.
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How objective will be measured:	Post-graduation follow-up study.
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Strategy Number	Strategy	Assigned To	Start Date	Date Completed	Federal Programs
1	Teachers throughout the district will standardize and teach students the following skills in a consistent manner: study skills, test taking skills, and participation skills, as appropriate for the students' age.				
2	All students will take one of the following assessments prior to graduating: ACT, ASVAB, SAT, COMPASS.		Annually	Annually	

STUDENT PERFORMANCE

PERFORMANCE GOAL

Develop and enhance quality educational/instructional programs to improve performance and enable students to meet their personal, academic, and career goals.

Measurable objective:	The Harrisburg R-VIII School District will develop a vertically aligned district-wide curriculum using the Common Core State Standards as the guiding principle.
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How objective will be measured:	Board approved curriculum guides.
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Strategy Number	Strategy	Assigned To	Start Date	Date Completed	Federal Programs
	The District will create a full-time curriculum director position.				
	The District will focus on scheduling time for science, math, and communication arts teachers to develop vertically aligned district-wide curriculum.				
	The District will provide professional development to all teachers to support implementation of the Common Core State Standards.				
	Teachers in the district will use common terminology across the curriculum.				

STUDENT PERFORMANCE

PERFORMANCE GOAL

Develop and enhance quality educational/instructional programs to improve performance and enable students to meet their personal, academic, and career goals.

Measurable objective:	The Harrisburg R-VIII School District will identify high academic expectations for all students.
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How objective will be measured:	Review of data.
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Strategy Number	Strategy	Assigned To	Start Date	Date Completed	Federal Programs
	Using the 2014-15 state assessment data as the baseline, the number of students scoring proficient or advanced will increase by five (5) percent each year.				
	Teachers in each building/school will use a common grading system.				
	The District will study the feasibility of implementing a district-wide grading system.				
	The District will identify and define consistent behavioral expectations for all students.				

STUDENT PERFORMANCE

PERFORMANCE GOAL

Develop and enhance quality educational/instructional programs to improve performance and enable students to meet their personal, academic, and career goals.

Measurable objective:	Each Harrisburg R-VIII School District student will have a minimum attendance rate of ninety-five percent.
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How objective will be measured:	Review of data.
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Strategy Number	Strategy	Assigned To	Start Date	Date Completed	Federal Programs
1	The district will develop a formalized process to identify and address attendance issues.				
2	Students will be rewarded monthly, quarterly, and/or annually for excellent attendance.		Annually	Annually	
3	The District will notify parents/guardians about attendance issues.		Annually	Annually	
4	District administrators will annually review the effectiveness of the district attendance policy.		Annually	Annually	

STUDENT PERFORMANCE

PERFORMANCE GOAL

Develop and enhance quality educational/instructional programs to improve performance and enable students to meet their personal, academic, and career goals.

Measurable objective:	All students will graduate from high school.
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How objective will be measured:	Core Data
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Strategy Number	Strategy	Assigned To	Start Date	Date Completed	Federal Programs
1	Students will have short and long term goals reviewed with them annually (at a minimum), including a discussion on career education.				
2	Administrator/guidance counselor will review accrued credits with each high school student on an annual basis.		Annually	Annually	
3	The District will annually notify parents/guardians of each high school student regarding their progress toward graduation.		Annually	Annually	
4	The District will identify those students in grades K-8 who exhibit behaviors that are considered at-risk for persistence to graduation.				
5	The District will notify the parents/guardians of those students identified as at-risk for persistence to graduation.		Annually	Annually	

STUDENT PERFORMANCE

PERFORMANCE GOAL

Develop and enhance quality educational/instructional programs to improve performance and enable students to meet their personal, academic, and career goals.

Measurable objective:	All students will complete a selection of high school studies that is challenging and for which there are identified learning expectations.
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How objective will be measured:	Annual course review.
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Strategy Number	Strategy	Assigned To	Start Date	Date Completed	Federal Programs
1	The District will increase course offerings at the middle school and high school, particularly in the areas of music, science, fine arts, and technology.				
2	The District will create a gifted program with its own dedicated teacher.				
3	The District will reduce or eliminate the use of shared staff between schools, allowing more flexibility in scheduling classes.				

HIGHLY QUALIFIED TEACHERS

PERFORMANCE GOAL

Recruit, attract, develop, and retain highly qualified staff to carry out the LEA (local educational agency)/District mission, goals, and objectives.

Measurable objective:	To utilize a teacher evaluation tool that encompasses the requirements established by DESE.
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How objective will be measured:	Copies of completed evaluations will be kept in individual teacher files.
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Strategy Number	Strategy	Assigned To	Start Date	Date Completed	Federal Programs
1	The district will adopt a comprehensive evaluation tool.				
2	Administrators and teachers will receive training for use of the adopted evaluation tool.			August	
3	District will determine a required minimum number of scheduled observations.				
4	Administrators will provide a copy of each evaluation to the teacher and keep one copy in the file.		Annually	Annually	
5	Administrators will submit summative evaluations to central office at the end of the year.		Annually	Annually	
6	Students will complete a course survey at the end of each semester.		November annually	May annually	

HIGHLY QUALIFIED TEACHERS

PERFORMANCE GOAL

Recruit, attract, develop, and retain highly qualified staff to carry out the LEA (local educational agency)/District mission, goals, and objectives.

Measurable objective:	To enhance the teacher mentoring program to include an evaluation process to provide individualization.
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How objective will be measured:	A survey will be completed by mentors and mentees to measure the effectiveness of the teacher mentoring program
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Strategy Number	Strategy	Assigned To	Start Date	Date Completed	Federal Programs
1	The district's mentoring handbook will be updated yearly.		June annually	August annually	
2	The district will provide training for mentors of new teachers.		August annually	August annually	
3	A timeline and check sheet for activities to be completed during the mentoring period will be developed and utilized.		August annually	May annually	
4	Quarterly mentor/mentee/administrator meetings will be scheduled.		October annually	May annually	

HIGHLY QUALIFIED TEACHERS

PERFORMANCE GOAL

Recruit, attract, develop, and retain highly qualified staff to carry out the LEA (local educational agency)/District mission, goals, and objectives.

Measurable objective:	To develop opportunities for professional growth that challenges the teacher to focus on a specific topic.
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How objective will be measured:	Professional development plans will be submitted and reviewed annually by teacher and administrator.
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Strategy Number	Strategy	Assigned To	Start Date	Date Completed	Federal Programs
1	Administrators will provide a professional development plan to teachers.		Annually	Annually	
2	Develop criteria to establish purpose, policy, scope, and rules for PD activities.				
3	Explore the feasibility of developing a stipend schedule for professional development activities.				

HIGHLY QUALIFIED TEACHERS

PERFORMANCE GOAL

Recruit, attract, develop, and retain highly qualified staff to carry out the LEA (local educational agency)/District mission, goals, and objectives.

Measurable objective:	To provide regularly scheduled and protected collaboration time for teachers.
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How objective will be measured:	The Master Schedule will be developed to secure collaboration times and teachers will maintain meeting logs.
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Strategy Number	Strategy	Assigned To	Start Date	Date Completed	Federal Programs
1	The administrators will identify which teachers need common plan time		Ongoing	Ongoing	
2	Administrators will develop Master Schedule.		January annually	May annually	

FACILITIES, SUPPORT, AND INSTRUCTIONAL RESOURCES

PERFORMANCE GOAL

Provide and maintain appropriate instructional resources, support services, and functional and safe facilities.

Measurable objective:	The Harrisburg R-VIII School District will enhance technology resources and increase student access/utilization of technology.
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How objective will be measured:	A technology inventory and assessment of utilization of equipment/resources will be conducted each year.
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Strategy Number	Strategy	Assigned To	Start Date	Date Completed	Federal Programs
1	The District will develop and implement a comprehensive technology acquisition plan including but not limited to development of a wireless campus, one-to-one technology.				
2	The District will create a full-time staff position for coordinating technology, supporting the use of technology in the classrooms, and teaching keyboarding.				

FACILITIES, SUPPORT, AND INSTRUCTIONAL RESOURCES

PERFORMANCE GOAL

Provide and maintain appropriate instructional resources, support services, and functional and safe facilities.

Measurable objective:	The Harrisburg R-VIII School District will develop a long-range facility plan.
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How objective will be measured:	A progress update will be provided to the Board of Education on an annual basis.
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Strategy Number	Strategy	Assigned To	Start Date	Date Completed	Federal Programs
	A campus-wide facility needs assessment will be completed.				
	Funding streams will be planned for fulfilling the facility plan.				
	Future facilities may include press box, weight room, fine arts center, and recreation center.				

FACILITIES, SUPPORT, AND INSTRUCTIONAL RESOURCES

PERFORMANCE GOAL

Provide and maintain appropriate instructional resources, support services, and functional and safe facilities.

Measurable objective:	The Harrisburg R-VIII School District will work to continuously improve the safety of district facilities.
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How objective will be measured:	Annual student and parent surveys will indicate if safety concerns in the school environment are decreasing.
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Strategy Number	Strategy	Assigned To	Start Date	Date Completed	Federal Programs
1	The District will develop and implement a short/long range plan to provide safer facilities.				
2	The District will implement a safer process for student pick-ups and drop-offs.				
3	The District will upgrade the current video security system.				
4	The District will communicate current safety improvements and ongoing safety plans to parents and patrons.				

PARENT/COMMUNITY INVOLVEMENT

PERFORMANCE GOAL

Promote, facilitate, and enhance parent, student, and community involvement in LEA/District educational programs.

Measurable objective:	The Harrisburg R-VIII School District will increase parent involvement in school activities.
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How objective will be measured:	Maintain sign-in sheets for events.
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Strategy Number	Strategy	Assigned To	Start Date	Date Completed	Federal Programs
1	The District will conduct building level open houses before school starts.		Annually	Annually	
2	The District will invite parents to attend pep rallies, awards ceremonies, assemblies, etc.		Annually	Annually	
3	The District will invite parents to attend grade level activities and special events.		Annually	Annually	

PARENT/COMMUNITY INVOLVEMENT

PERFORMANCE GOAL

Promote, facilitate, and enhance parent, student, and community involvement in LEA/District educational programs.

Measurable objective:	The Harrisburg R-VIII School District will increase parent involvement in student performance.
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How objective will be measured:	Maintain logs/reports and sign-in sheets.
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Strategy Number	Strategy	Assigned To	Start Date	Date Completed	Federal Programs
1	The District will encourage parents to utilize PowerSchool.		Annually	Annually	
2	Teachers will maintain communication logs with parents.		Annually	Annually	
3	The District will offer incentives to entice parents to attend parent/teacher conferences.		Annually	Annually	
4	The District will host curriculum information events.		Annually	Annually	
5	The District will host parent meetings to interpret and discuss standardized achievement tests.		Annually	Annually	

PARENT/COMMUNITY INVOLVEMENT

PERFORMANCE GOAL

Promote, facilitate, and enhance parent, student, and community involvement in LEA/District educational programs.

Measurable objective:	The Harrisburg R-VIII School District will improve communication with parents and patrons.
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How objective will be measured:	Utilize a rating scale survey to collect user data.
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Strategy Number	Strategy	Assigned To	Start Date	Date Completed	Federal Programs
1	The District will create and maintain a website that is user friendly, informational, and updated on a regular basis.				
2	The District will keep the electronic sign updated.		Annually	Annually	
3	The District will keep the school calendar updated.		Annually	Annually	
4	The District will maintain a school bulletin at each building and will establish content expectations.		Annually	Annually	
5	The District will place a TV monitor in the high school commons to display announcements and student highlights.				
6	The District will continue use of SchoolMessenger.		Annually	Annually	
7	The District will determine minimal expectations for teacher communication with parents.				
8	The District will utilize social media outlets to disseminate information.				

GOVERNANCE

PERFORMANCE GOAL

Govern the LEA/District in an efficient and effective manner providing leadership and representation to benefit the students, staff, and patrons of the district.

Measurable objective:	The Harrisburg R-VIII School District will seek alternative funding sources to support programs and activities of the district.
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How objective will be measured:	Grant revenues and donations will be tracked.
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Strategy Number	Strategy	Assigned To	Start Date	Date Completed	Federal Programs
	Grant funding will be actively sought.				
	Strategies will be developed to incentivize grant writing by staff members.				
	A mechanism will be developed to advertise needs and seek out community resources and expertise.				

GOVERNANCE

PERFORMANCE GOAL

Govern the LEA/District in an efficient and effective manner providing leadership and representation to benefit the students, staff, and patrons of the district.

Measurable objective:	The Harrisburg R-VIII School District will ensure that adequate funds are available to conduct the business of the schools.
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How objective will be measured:	Bi-annual budget review by the Board of Education.
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Strategy Number	Strategy	Assigned To	Start Date	Date Completed	Federal Programs
	Fund balances will be built to and maintained at 35% of the operating budget.				
	Short-term goals (0-5 years) will guide the district in its quest to fund, maintain, and improve facilities.				
	Long-range (6+ years) goals will serve as guidelines for future funding.				
	The district will continue to employ highly-qualified certified and non-certified staff to serve its students.				
	The district will strive to build and maintain competitive salaries and benefits for certified and non-certified staff.				
	The district will prioritize a needs assessment and seek a well-defined operating levy increase within the next five years.				
	The district will prioritize a needs assessment and seek the approval of a bond issue within the next five years.				

GOVERNANCE

PERFORMANCE GOAL

Govern the LEA/District in an efficient and effective manner providing leadership and representation to benefit the students, staff, and patrons of the district.

Measurable objective:	The Harrisburg R-VIII School District will regularly monitor the progress of school improvement efforts.
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How objective will be measured:	Annual CSIP review.
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Strategy Number	Strategy	Assigned To	Start Date	Date Completed	Federal Programs
	Various programs and departments will provide activity and progress updates to the Board of Education each month.				
	Faculty and staff will annually review the CSIP.				
	Administrators will provide a formal CSIP review to the Board of Education on an annual basis.				
	The CSIP and its annual review will be posted on the district's website.				