

**CAPE GIRARDEAU SCHOOL DISTRICT
CSIP SUMMARY
2010 - 2015**

I. Student Performance

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

Objective A: The district will annually meet the 14 MSIP standards/indicators as reported on the Annual Performance Report.

Strategy 1: The district will make or exceed Adequate Yearly Progress (AYP) as measured by the state targets for the MAP (Grade Level Assessments and End of Course Exams) in all subgroups.

Action Step a: The district will have instructional programs designed to target students below grade level proficiency

Action Step b: The district will have instructional programs designed to target students above grade level proficiency

Strategy 2: The district graduation rate will meet or exceed state standard.

Action Step a: Annually evaluate the effectiveness of the Preparing for Academic Success (PAS) courses

Action Step b: Annually evaluate the effectiveness of the Academic Course Enhancement (ACE) course

Action Step c: Utilize the Alternative Education Center to provide students with an alternative educational setting for academic recovery

Action Step d: Utilize the after school credit recovery program for all high school students not on target to graduate

Action Step e: Implement Academic Watch/At Risk procedures at all levels

Action Step f: Annually increase the number of A+ students serving as mentors in the elementary schools

Action Step g: Provide a preschool program in all elementary buildings

Action Step h: Expand the Missouri Options Program to serve more students not on target to graduate

Strategy 3: The district will meet or exceed the required performance standard for ACT.

Action Step a: Annually identify eligible ACT students and assist with the enrollment process

Action Step b: Annually offer ACT preparation courses and tutoring

Strategy 4: The district will meet or exceed the required performance standard for advanced courses (AP, Dual Credit, Honors).

Action Step a: Identify and contact students eligible for advanced course placement with emphasis on subgroup populations

Strategy 5: The district will meet or exceed the required performance standard for career education enrollment.

Action Step a: Every student will develop a career pathway and goal. Every student will explore career options through the Model Guidance Curriculum

Strategy 6: The district will meet or exceed the required performance standard for college placement.

Action Step a: Present introductory A+ schools information to all students during freshman orientation

Action Step b: Review the A+ schools manual with all freshmen during the Preparing for Academic Success course

Action Step c: Increase the number of students who earn the Missouri College Preparatory Studies Certificate

Strategy 7: The district will meet or exceed the required performance standard for career education placement.

Action Step a: Administer the EXPLORE test to all eighth grade students

Action Step b: Use eighth grade EXPLORE test results to guide students through career exploration

Action Step c: All eighth grade students will attend a district career fair at the Career and Technology Center

Action Step d: All eighth grade students will take a tour of the Career and Technology Center

Action Step e: All ninth grade students will develop a four-year career plan in accordance with the Missouri Model Guidance Plan

Action Step f: Administer the PLAN test to tenth grade students

Action Step g: Use tenth grade PLAN results to guide students through career exploration

Action Step h: All tenth grade students will take a tour of the Career and Technology Center preceding junior year enrollment conference

Action Step i: Utilize transition program to provide opportunities for Alternative Education Center students to participate in job shadowing, internships, and career tours

Action Step j: Utilize the Junior Achievement Program throughout the district.

Strategy 8: The district will meet or exceed the state standard for attendance rate.

Action Step a: Partner with community organizations to promote awareness of the importance of school attendance

Action Step b: Implement attendance procedures in cooperation with Cape Girardeau county officials

Objective B: The district will utilize a systematic procedure to review, revise and implement written curriculum.

Strategy 1: The district will ensure written curriculum is aligned with changes in state standards and grade/course level expectations.

Action Step a: Annually review and revise written curriculum

Strategy 2: Increase the number of curriculum objectives that have suggested instructional strategies and assessments.

Action Step a: Increase the number of suggested instructional strategies and assessments to 75%

Action Step b: Instructional strategies and assessments include diversity and differentiated instruction

Strategy 3: Utilize pacing charts/curriculum management documents for each core content area.

Action Step a: K-8 pacing charts/curriculum management document will be utilized for each core content area

Action Step b: 9-12 standard syllabi/curriculum management documents will be utilized for all courses

Strategy 4: Rewrite the gifted program curriculum to enhance the core curricula.

Action Step a: Utilize the core curricula objectives to write differentiated instructional strategies at a higher depth of knowledge

Objective C: The district will implement a comprehensive district assessment program.

Strategy 1: Annually complete the district Data Analysis Plan

Strategy 2: Evaluate the effectiveness of local assessments.

Action Step a: Form a local common assessment committee

Action Step b: Conduct action research on the Developmental Reading Assessment and district writing assessment results as compared to MAP communication arts results

Action Step c: Conduct action research on local math benchmark assessments as compared to MAP math results

Action Step d: Conduct action research on AIMS Web results as compared to MAP communication arts and math results

Action Step e: Evaluate and determine science and social studies benchmark assessments

Action Step f: Report local and state assessment data to the School Board

Objective D: Enhance a supportive school climate to maximize the educational environment for students.

Strategy 1: Reduce the number of behavior incidents that result in a discipline referral.

Action Step a: Develop a district-wide behavior intervention plan

Action Step b: Investigate and select a district-wide social skills model to support the behavior intervention plan

II. Highly Qualified Staff

Goal: Recruit, attract, develop, and retain highly qualified staff to carry out the LEA (Local Educational Agency) /District mission, goals, and objectives.

Objective A: Implement a district-wide performance based evaluation process.

Strategy 1: Utilize a DESE/Local performance based teacher evaluation tool. **HR**

Action Step a: Building administrators will annually develop a schedule for walk-throughs and observations

Action Step b: Utilize an electronic walk-through tool to monitor the implementation of curriculum

Strategy 2: Utilize a DESE/Local performance based principal evaluation tool.

Strategy 3: Conduct annual performance based evaluations for all classified staff.

Action Step a: Utilize a performance based evaluation tool for classified staff

Action Step b: Conduct post-evaluation conferences for all classified staff

Objective B: The district provides professional development activities that address curriculum and the instructional practices related to student achievement.

Strategy 1: Develop building professional development plans to encourage professional growth and address student achievement.

Action Step a: Develop a building level Professional Development Plan

Action Step b: Provide professional development for teachers to address student achievement

Strategy 2: Develop activities to support the implementation of a district wide behavior intervention plan and social skills model.

III. Facilities, Instructional Programs, Support

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

Objective A [Facilities]: Develop a short and long range facility plan.

Strategy 1: Upgrade and expand existing facilities.

Action Step a: Build additions to meet programming needs

Action Step b: Meet the space requirements as specified by national standards

Strategy 2: Alleviate deferred maintenance.

Action Step a: Replace roofs that are at the end of lifecycle

Action Step b: Replace mechanical systems

Action Step c: Replace lighting systems

Strategy 3: Increase student safety.

Action Step a: Install video surveillance in every building

Action Step b: Upgrade door hardware

Action Step c: conduct annual safety inspections

Strategy 4: Maintain a clean educational environment.

Action Step a: Conduct routine inspections of district facilities

Action Step b: Conduct custodial staff in-service

Strategy 5: Increase energy efficiency in all buildings.

Action Step a: Replace light switches with occupancy sensors

Strategy 6: Address facility ADA requirements.

Action Step a: Inspect corridors, elevators and restrooms for ADA accessibility

Objective B [Facilities]: Implement a 5-year technology plan.

Strategy 1: The district will work to integrate technology into all areas of the curriculum, while offering technology-related professional development.

Action Step a: Promote web page usage for informational and instructional use

Action Step b: Provide an instructional technology specialist to aid with technology integration

Action Step c: Face to face and self-guided training opportunities will be provided at each building

Strategy 2: The district will work to enhance data administration and management and communication.

Action Step a: Increase bandwidth capabilities

Action Step b: Acquire an off-site secondary data storage location

Action Step c: Establish student email for improved communication among students and teachers

Strategy 3: The district will provide access to technology resources and provide technical support in a timely and efficient manner.

Action Step a: Install wireless infrastructure in all buildings

Action Step b: Maintain the "21st Century" classroom so that every teacher has a projector, sound system, and computer

Action Step c: Administer surveys to staff members on a regular basis to monitor technology usage/usefulness

Action Step d: Evaluate the quality of technology support on a regular basis

Objective C [Facilities]: Provide safe and efficient transportation services.

Strategy 1: Evaluate district transportation services.

Action Step a: Conduct feasibility study on district owned services

Action Step b: Conduct Bids for contracted services

Objective D [Facilities]: Fully implement the Dietary Guidelines for Americans.

Strategy 1: The district will implement 2010 USDA Reauthorization regulations for National School Breakfast, National School Lunch, and After School Snack Program.

Action Step a: Review regulations as set forth in the 2010 Reauthorization Act for NSB, NSL, and ASSP

Action Step b: Implement regulation requirements as set forth in the 2010 Reauthorization Act for NSB, NSL, and ASSP

Strategy 2: The district will implement 2010 USDA Reauthorization regulations for Ale Carte items sold or served on all school campuses both inside and outside the school cafeteria.

Action Step a: Review regulations as set forth in the 2010 Reauthorization Act for items sold or served outside of the school cafeteria

Action Step b: Review regulations as set forth in the 2010 Reauthorization Act for items sold or served within the school cafeteria

Strategy 3: The district will work with community health leaders to develop a Community-Wide Obesity Plan.

Action Step a: Meet with Cape Girardeau County Health Department to develop a community-based obesity plan

Strategy 4: Evaluate the District Wellness Policy.

Action Step a: Annually review the District Wellness Policy

Action Step b: Implement changes in the District Wellness Plan as required by the July 2010 Reauthorization Act

Objective E [Support]: Annually develop and maintain a balanced budget

Strategy 1: Align expenditures to priorities.

Action Step a: Evaluate current programs and expenditures to determine priorities.

Strategy 2: Analyze revenue sources for future budget projections.

Action Step a: Evaluate local, state, and federal revenue sources

Action Step b: Evaluate private and grant funding opportunities

Objective F [Support]: Develop a long term financial plan.

Strategy 1: Improve certified salaries to attract and retain highly qualified teachers. **HR**

Action Step a: Meet and collaborate monthly with the Salary and Welfare Committee

Action Step b: Create a plan to increase the base salary and remove beginning frozen steps on the certified salary schedule

Strategy 2: Evaluate stipend schedule to ensure it is adequate and reasonable. **HR**

Action Step a: Meet and collaborate with Stipend Committee

Action Step b: Implement a process for monitoring and evaluating stipends

Strategy 3: Provide a competitive benefit package for all eligible employees. **HR**

Action Step a: Annually evaluate competitive benefits packages

Strategy 4: Improve library resources to meet collection standards.

Action Step a: Evaluate current library resource standards to determine shortfalls within the district

Strategy 5: Coordinate facilities plan with budget expenditures.

Action Step a: Evaluate the five year facilities plan to determine annual capital expenditures

Action Step b: Prioritize capital expenditures in the annual budget

Strategy 6: Project federal, state, county and local revenues.

Action Step a: Utilize funding formula, projected local assessed property values, and approved grants to project revenues

Objective G [Support]: Increase and maintain reserves at a level to reduce a Tax Anticipation Note (TAN).

Strategy 1: Maximize local, state, and federal revenues.

Action Step a: Monitor grant application process to determine if a revenue commitment is required by the district

Action Step b: Ensure proper internal controls are in place to monitor revenues

Strategy 2: Minimize unnecessary expenditures and ensure appropriate use of funds.

Action Step a: Provide training and support to ensure funds are utilized effectively

Action Step b: Review expenditures regularly to ensure compliance

IV. Parent and Community Involvement

Goal: Promote, facilitate, and enhance parent, student, and community involvement in LEA/District education programs.

Objective A: Implement specific strategies to increase the percentage of parents/guardians involved in their child's education.

Strategy 1: Increase parent participation in curricular and co-curricular related activities.

Action Step a: Facilitate transportation to events

Action Step b: Provide on- and off-site parent meetings/activities

Action Step c: Provide education to parents to increase knowledge of student's intellectual and developmental needs

Action Step d: Increase positive feedback to parents regarding student performance

Action Step e: Communicate events through a variety of media

Objective B: Enhance positive community relations

Strategy 1: Increase communication between district and community.

Action Step a: Partner with United Way to participate in the Education Solutions initiative

Action Step b: Partner with the Chamber of Commerce to promote a positive image and increase community support

Action Step c: Maintain updated information of all district publications and media sources

Action Step d: Recognize school volunteers

V. Governance

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.

Objective A: The district has a board approved Comprehensive School Improvement Plan which outlines goals, strategies and action steps in a format that provides for continual assessment and evaluation.

Strategy 1: Implement a monitoring system to assess the progress toward CSIP goals.

Action Step a: Provide CSIP monitoring system training

Action Step b: Data on progress made toward district goals is routinely reported to the board

Objective B: The district has a system to continuously monitor and improve all programs.

Strategy 1: A written procedural plan which coordinates the evaluation of all programs and services is developed.

Action Step a: Develop a format for program evaluation

Action Step b: Develop a schedule to identify the program, person responsible and month presented to board

Objective C: The district will have policies and written procedures in place to guide district decision-making and to meet state and federal guidelines.

Strategy 1: Review MSBA policy updates on a regular basis.

Strategy 2: The governance roles of the board of education and the administration are clearly defined.

Action Step a: Policy functions are carried out by the board of education

Action Step b: All formal contact between the board of education and the staff is channeled through the superintendent

Action Step c: Board of Education members participate in continued training and professional development

Strategy 3: The district will have procedures in place to guide district decision-making and to meet state and federal guidelines.

Action Step a: Administrators will develop and review procedures to implement board policy