



# *Willow Springs R-IV*

*Improving the Quality of Life through Quality Education*

# COMPREHENSIVE SCHOOL IMPROVEMENT PLAN



**BOARD APPROVED  
Nov. 12, 2007**



*The mission of the Willow Springs R-IV School District is:  
Improving the Quality of Life for everyone through Quality Education*

*The Planning Process*

A School Improvement Team developed the Comprehensive School Improvement Plan for the Willow Springs School District. This team consisted of twenty members who were selected in an effort to develop a microcosm of the district. The team members represented the various roles within the organization, the various communities within our large school district, and attention was given to age and gender distribution.

The planning committee consisted of an equal number of males and females, which is representative of the district. The various roles represented by the team are as follows:

Superintendent of schools, elementary principal, middle school principal, high school principal, two board members, two high school teachers, two middle school teachers, two elementary teachers, two high school students, one high school parent, one middle school parent, one elementary parent, a business leader, a community leader, and a member of the clergy.

The Strategic Planning process was used as a model to guide the activities of the School Improvement Team. Group processes employed throughout the development of this plan include the following strategies; individual to group to team consensus, synthesis, and group to team awareness. Decision-making processes employed included; brainstorming, analysis synthesis, visualization, divergent and lateral thinking, assimilation, analysis induction, and convergent thinking. Consensus was achieved throughout the process with the components of the plan being developed in the following order: Beliefs, Mission, Parameters, Internal Analysis, External Analysis, Objectives, Strategies, and Action Plans. The team will continue to meet to review and revise the plan annually.

Eight improvement strategy teams comprised of administrators, board members, teachers, parents, and community members meet to review action steps in each area

**BELIEF STATEMENTS**

1. A quality school system is a reflection of a community, parents, and students that value education.
2. Learning is a natural and continuous process that has no known limits.
3. An ideal learning environment is stimulating and challenging, where everyone is emotionally and physically safe, and treated with respect.
4. A quality system of education is built on the foundational attributes of self-discipline, responsibility and trustworthiness.

**PARAMETERS**

1. We will never compromise the dignity and honor of any person.
2. We will practice participatory decision making throughout the system.
3. We will not tolerate ineffective employees.
4. Nothing will take precedence over the Pre K-12 instructional program.
5. All decisions will be made based strictly on what is best for the student.

**VALUES**

1. **Synergy:** We value the cooperative efforts of individuals working together to achieve outcomes greater than what would be possible through individual efforts.
2. **Positive Relationships:** A positive relationship among all participants reflects mutual trust, respect, and a caring and friendly attitude.
3. **Integrity:** Being true to the principles by which we are governed.
4. **Social Responsibility:** Commitment to service of others, respect, cooperation, Earth stewardship, and community betterment.
5. **Learning:** Demonstration of knowledge/abilities gained.
6. **Nurturing Environment:** An environment that promotes physical, emotional, and mental health of individuals through caring encouragement and support in an enjoyable atmosphere.
7. **Individual Worth:** Our greatest value is our people. We believe in demonstrating respect for the uniqueness of every individual.

**PAWS  
(Principles At Willow Springs)**

**Responsibility:** People honor their commitments  
**Trustworthiness:** Trustworthy people are capable and honest  
**Mutual Benefit:** Cooperating interdependently to achieve a better result  
**Compassion:** Identifying with the need of another and meeting that need  
**Flexibility:** Willingness to adapt to changing environment, resources, and needs  
**Respect:** Honoring another person's worth  
**Mission-Driven:** Decision-making based on a defined purpose

In order to maintain a quality learning environment each constituent of the Willow Springs School District will be expected:

**To be responsible;** honor your commitments and own your actions  
**To be trustworthy;** capable and honest  
**To cooperate;** Work together to achieve a better result  
**To be compassionate;** Identifying with the need of another and meeting that need  
**To be flexible;** Willing to adapt to changing environments, resources, and needs  
**To be respectful;** Honoring another person's worth  
**To be mission driven;** Decision-making based on a defined purpose

**Fundamental Teaching and Learning Needs**

We are committed to educational excellence, and providing a world class education for the students in Willow Springs R-IV School District. We will continue to provide high quality professional development for our entire staff that focuses on researched based instructional techniques. We will seek to procure the appropriate resources necessary to provide a quality education for all students. We will continue to evaluate and analyze our identified sub-groups to find innovative ways to differentiate instruction and increase student achievement. We believe all children can and will learn, and we are dedicated to "go the extra mile" to improve the quality of life for everyone through a quality education. We've identified the following goals, objectives, and strategies to support our mission. (J7-1)

**Needs Assessment**

The following resources were thoroughly examined to determine why the current plan and procedures did not make AYP:

- Assessment Results (AYP, Crystal Reports, Content Standard Reports, APR, Local / Quarterly Assessments)
- Instructional Practices / Resources
- Staffing Decisions
- Fiscal Effort

**NCLB School Improvement – Review of Previous Plan**

Upon reviewing our prior school improvement plan, several areas neglected to identify improving student achievement in various identified sub-groups, which include IEP, F/R Lunch, Race, and LEP. Although many of our strategies and action steps were research based, we hadn't focused on the methods of differentiated instruction that could be used to increase student achievement for all students including those identified in our sub-groups. Emphasis will be placed on professional development in these areas. We will also emphasize our written curriculum for instruction and assessment. We are also evaluating ways to increase attendance and graduation for all students including our identified sub-groups. Listed below are seven additional components of our current school improvement plan. (J7-7)

- J7-1: Address the fundamental teaching and learning needs of schools in the LEA, especially the academic problems of low- achieving students;
- J7-2: Define specific measurable achievement goals and targets for each of the student sub-groups whose disaggregated results are included in the State's definition of AYP;
- J7-3: Incorporate strategies grounded in scientifically based research that will strengthen instruction in core academic subjects;
- J7-4: Include, as appropriate, student learning activities before school, after school, during the summer, and during any extension of the school year;
- J7-5: Provide high-quality professional development for instructional staff that focuses primarily on improved instruction;
- J7-6: Include strategies to promote effective parental involvement in the schools served by the LEA; and
- J7-7: Include a determination of why the LEA's previous plan did not bring about increased student academic achievement.

### Validity Points

Indicators of a successful mission will include:

1. increased individualization of instruction;
2. enhanced career and growth opportunities for students;
3. increased internal and external collaboration;
4. improved curricular articulation between grade levels and school building units.

Evaluation of personnel will indicate:

1. an increase in collaboration and communication within and between units;
2. greater curriculum articulation;

### Evaluation

Success of the mission will employ the following criteria:

1. Follow-up studies of **graduates** will monitor their:
  - a) entry level into the work force;
  - b) the percentage entering institutions of higher education, technical school, or military service;
  - c) individual satisfaction related to quality of life;
  - d) increased involvement with parents and community.
  - e) motivation to be lifelong learners.

Assessment of **instructional** programs will indicate:

1. increased evidence of higher levels of learning; (i.e: understanding, application, synthesis, analysis)
2. increased progress toward personal goals;
3. increased understanding of Depth of Knowledge;
4. reduction in student failure and behavioral problems;
5. improved MAP test performance.

**Continuous improvement** will be monitored by the school improvement team, board of education, administration, faculty, staff, parents, and the community. Monthly evaluations among the units and an annual evaluation by the board of education and administrative team will facilitate adjustment of the focus of programs and services offered by the school district.

### Analysis of Strengths and Weaknesses

The Willow Springs R-IV School District possesses unique strengths, which enhance the quality of educational services and unique weaknesses, which limit or inhibit educational quality. An analysis of these yields strengths and weaknesses of both an internal and an external nature. Specific internal and external strengths and weaknesses are listed below.

#### INTERNAL ANALYSIS:

##### Strengths:

- ❖ Faculty and staff that are dedicated to the nurturing of children
- ❖ Close knit supportive community
- ❖ Board of education that is unified and committed to educational excellence
- ❖ Professional growth is encouraged through professional development opportunities and implementation of innovative programs
- ❖ Encouragement of innovation and change
- ❖ Movement toward curriculum continuity
- ❖ Supportive administration/school board
- ❖ Movement toward participatory management
- ❖ Recent improvements to the physical and technological environment
- ❖ Variety of extra-curricular activities
- ❖ Commitment to mission statement
- ❖ Encouragement of parental participation
- ❖ Positive Role Models

##### Weaknesses:

- ❖ Some staff members are resistant to change
- ❖ Insufficient involvement of parents and students at meetings and on committees
- ❖ Classroom space is limited due to insufficient local funding
- ❖ Insufficient career guidance and planning
- ❖ An inability to offer a broader range of subjects
- ❖ Lack of continuity in At-Risk services
- ❖ Too much emphasis on grades rather than learning
- ❖ Inconsistent recognition of student's and staff's accomplishments
- ❖ Inadequate level of reading and writing skills.
- ❖ Low performance on problem solving and performance tasks
- ❖ Traditional promotion practices.

## EXTERNAL ANALYSIS:

<i>Factor</i>	<i>Prediction</i>	<i>Impact</i>
I. Large District 310 Square Miles	A. Large amount of time on bus	1. Fatigue 2. Limits participation in extra-curricular activities
	B. Lower Parental Involvement	1. Decentralized Community
II. Low Socio-economic Level	A. Parental Ambivalence	1. Lack of emphasis on education
	B. Lack of Transportation	1. Lack of participation in pre-school activities and other school activities
	C. Physical Deprivation	1. Physiological needs take precedence
	D. Low Tax Base	1. Lack of financial support for education
	E. Increase in Transient Students	1. Interrupted learning process
III. Conservative View of Education	A. Political shift could occur	1. Reduce or divert funding available 2. Program cutbacks
IV. Population Growth in District	A. May see large growth in Student population due to local industry	1. Physical space 2. Teachers 3. Buses 4. Materials
	B. May see group of students requiring special services (ESOL Services)	2. Teachers 3. Materials 4. Physical space
V. Technology	A. Need for more technology to be infused into school and homes	1. Find funds for more technology 2. Provide training 3. Maintenance of equipment 4. Need more space (facilities)
	B. Virtual Schools	1. Increase Technology Staff 2. Increased Training 3. Increased Maintenance
VI. Dependence on Outside funding	A. Legislative changes may affect planning	1. Hard to make long range plans 2. Hard to maintain consistent programs
VII. Public School Revenue	A. Capital Projects fund limited by State Legislative mandates	1. Reduced building maintenance 2. Limits expansion of technology 3. Impacts renewal of bus fleet
	B. Board choice to hold bond election	1. Revenues are not guaranteed 2. Polarizes the community
VIII. Teacher Shortage in all areas	A. Fewer applicants/ Non-certified teachers	1. Limited range of class choices 2. Lower quality teachers 3. High pupil/teacher ratio 4. Diminished quality education

# Overview of Goals and Objectives Willow Springs R-IV

## Mission: To Improve the Quality of Life for Everyone through a Quality Education

<b><i>Goal #1: Student Performance - The Willow Springs R-IV School District will maximize student performance through a challenging curriculum in a safe, positive learning environment.</i></b>
<b>CSIP Team 1 - Improvement Strategy: We will provide a comprehensive program of character education with an emphasis on personal ownership of the students' education.</b>
Objective 1: To have 100% of our students graduate or successfully complete their individual achievement programs including students in the following sub-groups: race, free/reduced lunch, IEP, and LEP. (J7-2)
<b>CSIP Team 2 – Improvement Strategy: We will provide a positive learning environment which is physically and emotionally safe for all stakeholders.</b>
Objective #2: To maintain 95% attendance at all grade levels including the following sub-groups: race, free/reduced lunch, IEP, and LEP students. (J7-2)
<b>CSIP Team 3 – Improvement Strategy: We will have a challenging curriculum delivered by quality instruction, which meets individual student needs (J7-1, J7-2, J7-3)</b>
Objective 3: To have 100% of our students meet or exceed the performance standards for local, state, and national measures of achievement. (J7-2)
Objective 4: To have 100% of our students meet or exceed the performance standards on Communication Arts, Mathematics, and Science MAP Assessments including the following sub-groups: race, free/reduced lunch, IEP, and LEP students. (J7-2)
Objective 5: To increase the percent of students scoring proficient and advanced in each identified sub-group in Communication Arts, Mathematics, and Science by 10% annually.(J7-1, J7-2)
<b><i>Goal #2: High Quality Staff – The Willow Springs R-IV School District will provide the necessary resources to recruit and maintain a highly qualified educational staff.</i></b>
<b>CSIP Team 4 – Improvement Strategy 4: We will recruit and hire highly qualified educators and continuously seek to provide quality professional development for all staff members. (J7-5)</b>
Objective 6: To ensure 100% of our staff members receive high quality professional development that will positively impact student learning. (J7-5)
<b><i>Goal #3: Facilities Support and Instructional Resources – The Willow Springs R-IV School District will provide the necessary programs and resources to ensure we have a safe, positive learning environment.</i></b>
<b>CSIP Team 5 – Improvement Strategy: We will implement wellness and safety programs and communicate health and safety information.</b>
Objective 7: To ensure the wellness and safety of all staff and students in our school system.
<b>CSIP Team 6 – Improvement Strategy: We will develop and implement a physical and emotional support system from birth to graduation.</b>
Objective 8: To ensure 100% of students have the physical and emotional support to succeed and reach their maximum learning potential.
<b>CSIP Team 7 – Improvement Strategy: We will provide appropriate facilities to support our instructional program.</b>
Objective 9: To maintain our current facilities and seek to increase support for additional facility improvements.
<b><i>Goal #4: Parent Involvement – The Willow Springs R-IV School District will continue to develop positive relationships and increase communication with parents in order to maximize student learning and achievement. (J-6)</i></b>
<b>CSIP Team 8 – Improvement Strategy: We will promote parent and community involvement in the education of all students. (J7-6)</b>
Objective 10: To increase parent involvement by 2% annually and maintain 95% participation at parent/teacher conferences.
<b><i>Goal #5: Governance: The Willow Springs R-IV School District will maintain effective administration and communication and provide the necessary resources to ensure a quality education for all students.</i></b>
<b>CSIP Team 9 – Improvement Strategy: We will acquire and develop resources (financial, human, technology) necessary to implement our plan.</b>
Objective 11: To provide the necessary resources to Establish clear and effective means of communication throughout the district in order to enhance communication between schools, parents, and community

**Goal #1: Student Performance - The Willow Springs R-IV School District will maximize student performance through a challenging curriculum in a safe, positive learning environment.**

**CSIP Team 1 – Improvement Strategy 1: We will provide a comprehensive program of character education with an emphasis on personal ownership of the students’ education.**

**Objective #1: To have 100% of our students graduate or successfully complete their individual achievement programs including students in the following sub-groups: race, free/reduced lunch, IEP, and LEP.(J7-2)**

**Evaluation: Graduation Rate**

Action Steps	Time Line	Responsibility	Funding	Standard	Indicator
*1. To survey students annually to determine their attitudes of safety & respect	Spring 2009	Building Principals	District Title IV	9.1B 9.1C 14.2	
*2. To teach the value of respect through skits performed by the JAG Team.	Spring 2009	Action Team Counselors	District Title IV	9.1C	
*3. To maintain a safe campus through: maintaining a safe system of transportation, maintaining security cameras, acquiring a personal identification system, and employing a security officer	Spring 2009	Superintendent, Maintenance, Transportation Director Bus Mechanic Drivers	District, Transportation, Title IV	9.1C 15.3, 14.2	
4. To prioritize collaboration among high school teachers through grade-level focus meetings	Ongoing	H.S. Principal		6.3	J7-3,5
5. To utilize our GAP (Guiding, Advising, Preparing) Program to promote personal ownership and commitment to education	Ongoing	H.S. Principal, H.S. Counselor		6.3	J7-4
6. To utilize student agendas to encourage home/school communication, and to reinforce student responsibility and organizational skills	Ongoing	Principals, Curriculum Coordinator	District	6.3, 7.5	J7-3
7. To utilize after-school tutoring, peer tutoring, and extended homework assistance	Ongoing	Teachers	District	6.3	J7-4
8. To implement looping with high school special education teachers and IEP students	Ongoing	Special Ed. Director, Teachers		6.3	J7-3
9. To ensure an adequate amount contact with counselors	On-going	Counselors Administration	District	11.1C	
10. To maintain/provide alternative education programs for disruptive students	On-going	Building Principals Superintendent	District	8.1A 9.1C	
11. To teach strategies for decision making based on character through: character word of the month, conflict mediation program,	On-going	Building Principals Faculty, Counselor	District	9.1C, 11.1C	J7-3
12. To schedule quarterly district-wide faculty meetings to insure communication between buildings and among all personnel	On-going	Superintendent Administration PDC	District	9.1A 12.1B	
13. To develop and maintain a cadre of mentors from the community who are willing to teach character traits	On-going	Action Team	District	8.1A	
14. To maintain an effective system of communication for emergency purposes	On-going	Administration Safety Coordinator	District Technology Title IV	14.2	
15. To develop a system of recognition for students and staff and provide all students with a fair opportunity to learn	On-going	Action Team Administrators	District, Title I, Title VI	9.1B*4	

**Goal #1: Student Performance - The Willow Springs R-IV School District will maximize student performance through a challenging curriculum in a safe, positive learning environment.**

**CSIP Team 2 – Improvement Strategy = We will provide a positive learning environment which is physically and emotionally safe for all stakeholders.**

**Objective #2: To maintain 95% attendance at all grade levels including the following sub-groups: race, free/reduced lunch, IEP, and LEP students. (J7-2)**

<b>Evaluation: Monthly ADA Reports</b>					
<b>Action Steps</b>	<b>Time Line</b>	<b>Responsibility</b>	<b>Funding</b>	<b>Standard</b>	<b>Indicator</b>
*1. To establish and implement district-wide standards of student behavior	May 2009	Building Principals	District	9.1C	
* 2. To develop and implement consistent methods of discipline and rewards throughout the district	May 2009	Action Team Building principals	District	9.1C	
*3. To develop and implement an effective in-school suspension program	May 2009	Building Principals Action Team	District	9.1C	
*4. To monitor attendance of all students through grade level focus meetings.	May 2009	Building Principals, Faculty		6.3	J7-2
5. To provide attendance incentives for students K-12.	On-going	Building Principals	District	6.3	J7-2
6. To develop and communicate standards for the ideal classroom and standards for the social- emotional climate	On-going	Action Team, Faculty Building Principals	District	9.1A 14.1A	
7. To develop a comprehensive emergency plan involving school personnel and all public safety personnel	On-going	Safety Coordinator, Administration, Faculty Community Safety Off.	District	14.2	
8. To provide suggestions regarding safety to the facilities team	On-going	Action Team	District	9.1C	
9. To develop and maintain a list of community resources and topics on which community volunteers could speak and skills they could demonstrate	On-going	Action Team	District	7.3	
10. To develop and maintain an awards system for the purpose of recognizing and rewarding those exhibiting good character traits	On-going	Action Team Building Principal	District	9.1B	
11. To utilize and improve the PAWS as tool for teaching and recognizing desired behaviors	On-going	Action Team Building Principals Faculty	District Title IV	9.1B	
12. To maintain the A+ High School designation.	On-going	A+ Coordinator Curriculum Coordinator	District	1.3	

**Goal #1: Student Performance - The Willow Springs R-IV School District will maximize student performance through a challenging curriculum in a safe, positive learning environment**

**CSIP Team 3 – Improvement Strategy = We will have a challenging curriculum delivered by quality instruction, which meets individual student needs (J7-1, J7-2, J7-3)**

**Objective 3:** To have 100% of our students meet or exceed the performance standards for local, state, and national measures of achievement, including students in the following sub-groups: race, IEP, free/reduced lunch, and LEP. (J7-2)

**Objective 4:** To have 100% of our students meet or exceed the performance standards on Communication Arts, Mathematics, and Science MAP Assessments including the following sub-groups: race, free/reduced lunch, IEP, and LEP students. (J7-2)

**Objective 5:** To increase the percent of students scoring proficient and advanced in each identified sub-group in Communication Arts, Mathematics, and Science by 10% annually. (J7-1, J7-2)

**Evaluation: MAP Scores and Annual Yearly Progress**

Action Step	Timeline	Responsibility	Funding	Standard	Indicator
*1. To align curriculum and IEP goals with Grade Level and Course Level Expectations	May 2009	Special Ed. Director Faculty		6.1, 6.3	J7-2,3
*2. To implement a coordinated K-12 math and communication arts, and science program leading to improved student achievement.	May 2009	Building Principals, Faculty Curriculum Coordinator	Title I, II, V PDC Funds	6.3	J7-1
*3. To use various sources of assessment data to evaluate and plan instructional programs to improve student achievement. (MAP Analysis, STARR Reading Tests, DRA's, Quarterly Assess.)	May 2009	Building Principals, Faculty Curriculum Coordinator	Testing Budget	6.2 6.3	J7-1,J7-2, J7-3
*4. To seek ways to continuously improve teaching and learning. (Increased Vertical Teaming, horizontal teaming, and collaboration throughout the South Central Assoc.)	May 2009	Administration, PDC Faculty	PDC Federal Funds	6.3 6.7	J7-5
*5. To develop and implement common and/or quarterly assessments in all subject areas.	May 2009	Building Principals, Faculty Curriculum Coordinator	District Budget	6.2 6.3	J7-1, J7-3
6. To incorporate research based activities into professional development and the curriculum (Brain based learning, multiple intelligences, cooperative learning, PLC's, HSTW, RTI)	On-going	Curriculum Coordinator ,PDC Faculty	Title II, V PDC Funds	6.1	J7-3
7. To utilize flexible grouping K-4 to meet individual student needs.	On-going	Building Principal Faculty	District Title I, II, V	6.3 9.2	J7-1, J7-2, J7-3
8. To increase the percent of inclusion of IEP students	On-going	Special Ed. Director Faculty	District, Spec. Ed.	6.3	J7-1, J7-2, J7-3
9. To expand student learning activities before school, after school, and during the summer in order to increase student achievement.	On-going	Building Principals, Faculty	District, Title I	6.3	J7-4
10. To implement instructional strategies and procedures aimed at maximizing quality teacher/pupil interaction, and provide adequate textbooks, supplies, and materials for each classroom.	On-going	Superintendent, Curr. Coord. Building Principals, Faculty	District Federal Funds	6.4	J7-3
11. To maintain dual credit classes, Advanced Placement Courses, and articulation agreements in the high school.	On-going	High School Principal Curriculum Coordinator	PDC	1.3	
12. To continue the longitudinal survey of all program graduates to include annual High Schools That Work evaluations.	On-going	HS Principal, HS Counselor	District	8.1	
13. To communicate clearly defined curriculum expectations to parents at all grade levels for all subjects.	On-going	Curriculum Coordinator Faculty	District, Federal Funds	7.5	J7-6
14. To incorporate higher order thinking skills into the instructional and assessment processes.	On-going	Building Principals, Faculty Curriculum Coordinator	PDC	6.1	J7-1,J7-2, J7-3
15. To establish technology competencies for student learning per grade level and to develop grade-level activities and key technology links to achieve those competencies.	On-going	Building Principals, Faculty Curriculum Coordinator	PDC Federal Funds	6.4	J7-3
16. To implement a career development program for special needs students.	On-going	Special Services Director Curriculum Coordinator	At Risk Funds Spec. Ed. Budget	7.1 9.4	J7-1
17. To provide instruction on knowledge of self and others, career planning and exploration, & educational and vocational development	9 On-going	Counselors	Counseling Budget, Title IV	6.9	
18. To conduct annual evaluations of all career education programs	On-going	Faculty, High School Principal	District	6.3	

**Goal #2: High Quality Staff – The Willow Springs R-IV School District will provide the necessary resources to recruit and maintain a highly qualified educational staff.**

CSIP Team 4 – Improvement Strategy: We will recruit and hire highly qualified educators and continuously seek to provide quality professional development for all staff members. (J7-5)

Objective 6: To ensure 100% of our staff members receive high quality professional development that will positively impact student learning. (J7-5)

**Evaluation: Individual Professional Development Plans, PD Evaluations**

Action Steps	Timeline	Responsibility	Funding	Standard	Indicator
*1. To continue professional development of all staff members (9 Essential Skills of Love & Logic Classroom, Differentiated Instruction, MAP Data Analysis (focusing on sub-group achievement), Curriculum Analysis, Curriculum Interventions)	May 2009	PDC Career Ladder Committee	PDC, District Title II, Title I	12.1A	J7-1, J7-3, J7-5
*2. To provide staff development opportunities on Missouri Integrated Models ( PLC's, HSTW, RTI)					
3. To recruit qualified personnel to fill all teaching positions	On-going	Administrators	District	2.1, 5.1 13.3 A	
4. Continue "Brain Based" training and other pertinent educational research for staff	On-going	PDC	PDC	12.1 B	J7-3
5. Provide training for the technology staff	On-going	Technology Coordinator	District	12.1	J7-5
6. To provide educational training/learning opportunities for staff in technology applications	On-going	PDC Technology Coordinators	PDC Funds District Funds Grants	12.1B	J7-5
7. To provide mentors for all beginning teachers during the first and second years	On-going	PDC Administration	PDC	12.1B 13.3A	J7-5
8. To provide training on the Seven Habits of Highly Effective People to all faculty and staff	On-going	PDC Administration	PDC District	12.1B 13.3A	J7-3,5

**Goal #3: Facilities Support and Instructional Resources – The Willow Springs R-IV School District will provide the necessary programs and resources to ensure we have a safe, positive learning environment.**

CSIP Team 5 – Improvement Strategy: We will implement wellness and safety programs and communicate health and safety information.

Objective 7: To ensure the wellness and safety of all staff and students in our school system.

**Evaluation: Health & Wellness Policy**

Action Steps	Timeline	Responsibility	Funding	Standard	Indicator
1. To maintain a drug and alcohol awareness program, To develop policy and implement a student drug testing program in high school	On-going	School Health Coordinator, Principals, Faculty, PDC	Title IV	8.7	
2. To develop strategies for improving high school participation in the food service program	On-going	Superintendent High School Principal Food Service Personnel	District Food Service	15.2	
3. To designate specific alarm signals to warn of impending disasters or emergency situations	On-going	Action Team Safety Coordinator Building Principals	District	9.1C 14.2	
4. To publish articles in the Educator related to health, wellness, nutrition, and safety	On-going	Educator Staff Action Team	District	13.5B	
5. To maintain an emergency response system	On-going	Administration Safety Coordinator	District	9.1C 14.2	
6. To promote health and wellness through building wide information campaigns and create a school and community environment that models physical, mental, emotional, and spiritual fitness	On-going	Action Team School Nurse Health Instructors	District Title IV	8.1A 15.1	
7. To employ an adequate number of health service personnel	On-going	Superintendent	Grant Funds	15.1	
8. To collaborate with all state, city, and civic organizations in addressing the health needs of students	On-going	Administrative Team School Health Coordinator	District	13.5A	
9. To provide adequate hand washing facilities throughout the campus	On-going	Maintenance & Custodial Personnel	District	14.1A	
10. To provide flu-shots for all employees	On-going	Nursing Staff	District	14.1A	
11. To provide Hepatitis A vaccinations for all food service employees	On-going	Nursing Staff	District	14.1A	
12. To provide safety programs annually for all faculty & staff	On-going	Safety Coordinator Building Principals School Health Coordinator	District	14.2	
13. To maintain a safety committee to review safety needs & accident reports	On-going	Safety Coordinator	District	14.2	
14. To conduct safety inspections of all storage areas three times per year	On-going	Safety Coordinator Building Principals Maintenance Staff	District	14.2	
15. To offer healthy snacks at morning break time.	On-going	Building Principals Food Service	District	15.2	
16. To maintain adequate numbers of personnel trained in CPR	Spring, 2006	School Health Coordinator	District	14.1A	
17. To provide a wide variety of activities for all students outside the school day to promote worthy use of leisure time and healthy life choices	On going	Activities Director Administration Community Leaders	District Community sources Grants		

**Goal #3: Facilities Support and Instructional Resources – The Willow Springs R-IV School District will provide the necessary programs and resources to ensure we have a safe, positive learning environment.**

CSIP Team 6 – Improvement Strategy #6: We will develop and implement a physical and emotional support system from birth to graduation.

Objective 8: To ensure 100% of students have the physical and emotional support to succeed and reach their maximum learning potential.

**Evaluation: MAP, STAR, DRA, ACT, Quarterly Assessments, PAT Report**

Action Steps	Timeline	Responsibility	Funding	Standard	Indicator
*1. To increase enrollment in the Parents As Teachers Program by 5%.	May 2009	Superintendent PAT Coordinator PAT Educators	PAT Program Grants	8.5	J7-6
*2. To provide additional instructional support before, during, and after school ( tutors, homework assistance, and increase support by 5% from 2009-2010	May 2010	A+ Coordinator Tutoring Coordinator Elementary Faculty	District	8.1 A 7.4 7.1B	J7-4
*3. To develop a program for mentoring and identify students in grades 5-8.	Spring 2009	Middle School Principal Counselor	District	8.1A	J7-1, J7-2, J7-3
4. To develop and implement reading strategies that will increase achievement and encourage reading from birth to graduation (Imagination Library, Traveling Literacy Bus, Reading Recovery)	On-going	Curriculum Coordinator Building Principals Faculty	District Title I Title II	9.1A	J7-2, J7-3
5. To provide alternative educational settings/programs to meet individual student needs / interests ( internships, JAG)	On-going	A+ Coordinator	School to Work District Safe Schools	8.3B	J7-4
6. To expand the advisor/advisee (G.A.P.) Program in the high school with specific dates and agendas for the monthly meetings	On-going	Action Team A+ Coordinator Faculty	District	8.1A	J7-1, J7-2, J7-3
7. To provide a latch key program for students in grades K-6	Fall 2008	Superintendent	Tuition	8.1A	
8. To provide a special program for gifted and talented students	On-going	Coordinator of Gifted Ed. Administration	District	8.2	
9. To expand the preschool and kindergarten programs to ensure school readiness for all children	ASAP	Superintendent Transportation Director	Title I Grants	8.1G	J7-1
10. To maintain an ESOL-ELL (English for speakers of other languages) program	On going	Superintendent, Staff Curriculum Coordinator Building Administrator	District, Title I Discretionary Grants Other Grants	8.1E	J7-2
11. To provide a comprehensive guidance and counseling program to insure success of all students	On-going	Counselors	District	11.1 A, 11.1 B, 11.1 C 11.1 D, 11.1 E	
12. To employ a social worker	On going	Superintendent	Grant Funds	8.5 8.1A	

**Goal #3: Facilities Support and Instructional Resources – The Willow Springs R-IV School District will provide the necessary programs and resources to ensure we have a safe, positive learning environment.**

**CSIP Team 7 – Improvement Strategy: We will provide appropriate facilities to support our instructional program.**

**Objective 9: To maintain our current facilities and seek to increase support for additional facility improvements**

**Evaluation: Annual Review of Plans and schedules**

Action Steps	Timeline	Responsibility	Funding	Standard	Indicator
*1. To increase efficiency of current lighting, HVAC, and electrical supply for the use of technology in all facilities to enhance learning	May 2009	Superintendent Maintenance Personnel	District	14.1A	
*2. To formulate procedure for tracking equipment, maintenance expenses, and custodial supplies, through requisition and distribution(Create inventory control of supplies)	May 2009	Maintenance Director Technology Coordinator	District	14.1A	
*3. To work with the city to increase storage space and improve effectiveness of property and buildings, and to construct and expand storage facilities across the district	May 2009	Superintendent Maintenance Staff	District		
*4. To re-develop a campus landscape plan	May 2009	Superintendent Grounds Keeper	Grants District	14.1B	
5. To develop a long range plan for facilities growth and expansion (increase classroom space in order to decrease student/teacher ratio)	May 2009	Superintendent Maintenance Director Action Team, School Board	District	14.1B	J7-1
6. To maintain an on going paint maintenance schedule	On-going	Maintenance Director Action Team	District	14.1B	
7. To maintain an overall maintenance program on all aspects of the campus	On-going	Maintenance Director Action Team	District	14.1B	
8. To establish a cost effective preventative maintenance team	On-going	Maintenance Director Action Team	District	14.1B	
9. To maintain an adequate supply of cleaning and maintenance supplies	On-going	Maintenance Director Action Team	District	14.1B	
10. To establish and maintain safety programs with proper documentation	On-going	Safety Coordinator	District	14.2	
11. To maintain an efficient/effective roof maintenance schedule	On-going	Maintenance Director Action Team			
12. To employ a maintenance clerk to manage purchasing and dissemination of supplies and services	On-going	Superintendent	District	13.3A	
13. To employ a technician to maintain and repair all HVAC equipment and motor bearing equipment	On-going	Superintendent	District	13.3A	
14. To maintain the existing AHERA Asbestos Management Plan	On-going	Safety Coordinator	District	14.2	
15. To develop and maintain Response Plan that addresses ADA Feasibility Study	On-going	Safety Coordinator Maintenance Personnel	District	14.2	

**Goal #4: Parent Involvement – The Willow Springs R-IV School District will continue to develop positive relationships and increase communication with parents in order to maximize student learning and achievement. (J7-6)**

**CSIP Team 8 – Improvement Strategy: We will promote parent and community involvement in the education of all students.**

**Objective 10: To increase parent involvement by 2% annually and maintain 95% participation at parent/teacher conferences.**

**Evaluation: Participation at Parent Involvement Activities, Parent Conference Reports**

Action Steps	Timeline	Responsibility	Funding	Standard	Indicator
*1. To maintain a parent teacher organization to develop and promote activities	Spring 2009	Elementary	District	9.1C	J7-6
*2. To increase positive parent contacts throughout the school year by encouraging all teachers to: contact parents prior to the first day of school and maintain daily/weekly communication through student agendas	Fall 2008	Administration, Teachers	District	9.1C	J7-6
*3. To encourage parent involvement and ownership in student's education through grade-level parent nights that actively engages the parents and students in curricular activities.	Spring 2009	Administration, Teachers	District	9.1C	J7-6
4. To implement activities to inform parents about MAP (Preparation, Understanding Scores, GLE's)	Fall 2008	Administration, Parent Inv. Coord.	District	9.1C	J7-6
5. To continuously develop opportunities for generating, maintaining, and strengthening parental and community involvement (Parent Teacher Organization, Parent Nights, Open House, Classroom/Community Partners, Senior Project Judging, Senior Citizen Visits)	On-going	Action Team Administrators Faculty & Staff	District Title I	8.5 13.5	J7-6
6. To review and revise the student handbooks and website address	Fall 2008	Building Principals Action Team	District	9.1C	
7. To improve the value of the Educator by encouraging students to submit articles, and to utilize technology to publish Educator online	Fall 2008	Educator Staff Faculty	District Ad Sales	13.5B	
8. To promote greater use of school facilities by offering adult courses in the evening (basic computer skills, foreign lang.)	Fall 2009	Administration	Tuition	8.6	
9. To collaborate with the City of Willow Springs in improving streets and sidewalks around the campus (Safe Schools Grant, non-infrastructure)	Fall 2009	Superintendent Maintenance Personnel	Grant Funds City Funds	14.1A 14.2	
10. To develop a campus map, website, and handbooks	Fall 2009	Action Team, Tech. Director	District	14.2	
11. To expand readership of school newspaper by providing link to online Educator and teacher email list	Fall 2008	Action Team		13.5B	
12. To implement a Parent Day Volunteer once per year during elementary years ( Day in the Life of a Teacher)	Fall 2008	Action Team		9.1C	J7-6

**Goal #5: Governance: The Willow Springs R-IV School District will maintain effective administration and communication and provide the necessary resources to ensure a quality education for all students.**

CSIP Team 9 – Improvement Strategy: We will acquire and develop resources (financial, human, technology) necessary to implement our plan.

**Objective 11: To provide the necessary resources to Establish clear and effective means of communication throughout the district in order to enhance communication between schools, parents, and community**

**Evaluation: PD Evaluations, Staff, Student, Parent, or Community Survey**

Action Steps	Timeline	Responsibility	Funding	Standard	Indicator
1. To continue professional development and training of all staff members including development and implementation of a Personal Development Plan Model for monitoring individual improvement and providing mentors for beginning teachers in their first and second years.	May 2009 and On-going	PDC	District	13.2A	
2. To maintain electronic classrooms, an instructional computer lab, and mobile presentation station in each building.	May 2009 and On-going	Technology Coordinators	District Funds	7.3	
3. To recruit qualified personnel to fill all positions.	May 2009 and On-going	Administration, School Board	District Funds	10.1C	
4 To develop and implement a systematic plan continuous improvement for governance and management in the district.	May 2009 and On-going	Administration, School Board	District Tech Budget	7.3 7.5	
5. To maintain automated circulation and cataloging systems in all school libraries and to continuously strive to keep our library collections up to at least Level One of the Standards for Missouri School Library Media Centers.	May 2009 and On-going	Librarians, Administration, School Board	District	7.3 13.4A	
6. To develop strategies for financial resources, such as expansion of buildings and applications for grants to supplement a variety of areas.	May 2009 and On-going	CSIP Team 9, Administrators, Teachers	District	7.3, 7.5, 12.1A	
7. To develop and maintain a network connecting all campus buildings and develop district website guidelines, as well as maintain a district access to technology policy defining an Acceptable Use Plan (AUP).	May 2009 and On-going	Tech Department Webmaster, Administrators, School Board	District	13.4A	
8. To evaluate the overall effectiveness of the CSIP plan.	May 2009 and On-going	CSIP Teams School Board Administration	District Grants Bond Issue	13.4A 14.1B	
9. Continue to develop and distribute a school-wide / community calendar of events	On-going	Administrators Staff	District	8.6 9.1 B	J7-6