



SARCOXIE R-II



Serve



Educate



Empower



Implementation

Introduction

As a component of the implementation of the Sixth Cycle of the Missouri School Improvement Program (MSIP) review process, all districts are required by the Missouri Department of Elementary and Secondary Education to develop a Continuous School Improvement Plan (CSIP). The District's CSIP focuses on the overall improvement of its educational programs and services. The Sarcoxie R-2 School District began this process in August of 2022. The purpose of the CSIP is to prioritize the District's goals to be developed and implemented over the next three to five years. The CSIP focuses on the improvement of the district from all perspectives.

Process

The administrative team decided to work with the FirED up consultant group to develop the District's next CSIP to ensure all stakeholders have a voice, take a critical look at the strengths and challenges of our district, and to efficiently and effectively work through the strategic-planning process. A CSIP team that included administrators, teachers, classified staff, parents, and community members met to identify the core beliefs of our school district, review the District's mission and vision and identify our priorities. After the team defined our priorities and goals, the administrative team determined the action steps necessary to meet the District's goals.

Monitoring and Adjusting the CSIP

People or teams responsible for each action step will monitor progress continuously. The Superintendent will provide quarterly updates to the Board of Education about the CSIP goals and progress made. A CSIP "Snapshot" will be provided to all staff and stakeholders. The entire document will be revised every 3-5 years.

Missouri School Improvement Program (MSIP) 6

The Sixth Cycle of the MSIP is focused on continuous improvement for all schools, the preparation of each student for life beyond high school and promoting practices that lead to healthy school systems. MSIP 6 intends to look closely at what districts are doing to implement effective practices and sustain improvements, while increasing the focus on individual student growth. MSIP 6 was approved by the Missouri State Board of Education on February 11, 2020. Pursuant to section 161.092, RSMo, this rule applies to districts in the 2022-2023 school year.

Utilization of the Plan

Our administrative team understands the CSIP is to be used as a strategic plan, a guide to our future. The plan identifies long range goals for district-wide improvement as well as specific action steps to be taken to achieve those goals.

CSIP Team

Phil Lewis, Superintendent
Zach Staples, High School Principal and Parent
Dusty Feather, Elementary School Principal and Parent
Jamie Medlin, Special Education Director
Brendi Stevens, Curriculum Director
Chris Mettlach, Alternative School Director
Ashley Lambeth, Federal Programs Director
Candi Bowman, Board Member and Parent
Josh Dodson, Board Member and Parent
James Ogle, Board Member and Parent
JT Roberson, Board Member
Jasmine Garrison, Elementary Teacher
Nikki Deaton, MS Teacher
Geoff Hall, MS Teacher
Johnnie Green, HS Teacher
Alexis Gulick, SPED Teacher
Celsey Brown, Paraprofessional and Parent
Tori Velten, Parent
William Dooley, Parent
Destinee Salyer, Parent
Ed Salyer, Parent
Lisa Graber, Parent
Natalie Florio, Parent
Sarah Lawyer, Parent
Nate Stokes, Community Member
Donna Cummins, Community Member
Brooke Sommer, Student
Andi Hirtz, Student

BEARS

SARCOXIE R-II

MISSION

The mission of the Sarcoxie R-II School District is to serve, educate, and empower our students, staff, families, and communities to strive for success.

BELIEFS

We believe in providing safe, supportive, and secure learning facilities in which safety procedures are taught and reviewed consistently.

We believe in providing foundational skills to be lifelong learners and successful citizens.

We believe that all kids are unique, want to succeed, and will meet expectations.

We believe in using our community finances to invest in our students, staff, and facilities.

We believe all employees of Sarcoxie R-II should continue to learn and improve everyday to achieve success.

We believe in engaging with parents and the community for successful partnerships to benefit our kids.

VISION

The vision of the Sarcoxie R-II School District is to set the standard for success.

PRIORITIES

Character, Culture, & Climate
Teaching & Learning
Staffing
District Operations.

SERVE

EDUCATE

EMPOWER

Sarcoxie R-II CSIP Goals

Priority Area 1: Character, Culture, & Climate

1.1	On an annual basis culture/climate surveys will be at 90% strongly agree or agree.
1.2	Attendance rate will meet or exceed 90% on an annual basis.
1.3	100% of students in grades 7-12 will participate in extracurricular activities, clubs, organizations, or be connected to school outside of the classroom.
1.4	Increase community partnerships and parent participation by 5% on an annual basis.

Priority Area 2: Teaching and Learning

2.1	MAP and EOC scores will increase by 2-4% on an annual basis.
2.2	ACT Scores will meet or exceed 21.0 composite on an annual basis.
2.3	The district will maintain an annual graduation rate of 100%.
2.4	Local assessments will meet or exceed grade level expectations in fall, winter, spring testing windows.

Priority Area 3: Staffing

3.1	The district will retain 95% of certified staff that are asked to return (offered contracts to). The district will return 90% of non-certified staff on an annual basis.
3.2	Staff compensation will be in the top three of the conference on an annual basis for certified and non-certified staff to the extent finances / funding allows.
3.3	Culture and climate surveys will meet or exceed 90% strongly agree and/or agree.

Priority Area 4: District Operations

4.1	The district will maintain an unrestricted fund balance of 30% on an annual basis.
4.2	On an annual basis the district will meet 100% on all safety inspections.
4.3	The district will have a maintenance or rotation schedule for 100% of the following areas by June 2024. (Facilities, Technology, Curriculum and Curriculum Resources)

Priority Area 1: Character, Culture, & Climate

Goal 1.1 On an annual basis culture/climate surveys will be at 90% strongly agree or agree.

Progress: P-Progressing, C-Completed, SD-Stop Doing, NG - New Goal Funding Sources: L - Local/District, F - Federal, SP - SPED

Action Step	Evidence	Person Responsible	Timeline	Progress
Send out a culture and climate survey to students, parents, and teachers. (L, F)	Survey	Administration	Annually (April/May)	
Evaluate previous year's culture and climate survey responses. (L)	Survey Responses	Administration	Annually (May)	
Share results of the survey with Board of Education and stakeholders. (L)	Survey Responses	Superintendent	Annually (September)	
Arrange staff morale activities. (L)		Principals	Annually	
Host student character assemblies. (L, F)	Survey	Counselors	Annually	
Evaluate building discipline data annually. (L)	Discipline Reports	Principals	Annually (April/May)	

Goal 1.2 The district attendance rate will meet or exceed 90% on an annual basis.

Progress: P-Progressing, C-Completed, SD-Stop Doing, NG - New Goal Funding Sources: L - Local/District, F - Federal, SP - SPED

Action Step	Evidence	Person Responsible	Timeline	Progress
Students at any grade level with chronic attendance concerns will be referred to the school/home coordinator and SRO. (L, F)	Attendance Reports	Principals Counselors Home & School Coordinator SRO	Annually	
Create a positive school environment that students want to be in. (L, F)	Survey Responses	District Teachers and Staff	Annually	
Provide incentive programs for meeting attendance goals. (L)	List of Incentives	Principals	Annually	
Increase parent contact for students who have attendance issues to identify reasons for lack of attendance. (L, F)	Attendance Logs	Principals Counselors Home & School Coordinator SRO	Daily	

Goal 1.3 100% of students in grades 7-12 will participate in extracurricular activities, clubs, organizations, or be connected to school outside of the classroom.

Progress: P-Progressing, C-Completed, SD-Stop Doing, NG - New Goal Funding Sources: L - Local/District, F - Federal, SP - SPED

Action Step	Evidence	Person Responsible	Timeline	Progress
Develop a comprehensive offering of extra-curricular activities. (L)	List of Activities	Student Council	Annually (August)	

Host an annual event to showcase all extracurricular opportunities. (L)		Administration, Club Sponsors and Coaches	Annually (August)	
Highlight club and sporting events/activities through social media, website and local newspaper. (L)		Parent Involvement Coordinator and Website Design	Monthly	
Develop relationships with Sarcoxie Youth Sports Organization to assist with transition into MS and HS sports. (L)		Administration, Coaches, Community Members	Annually	
Examine student rosters with club and sports rosters to evaluate participation rates. (L)		Administration	Annually (May)	

Goal 1.4 Increase community partnerships and parent participation by 5% on an annual basis.

Progress: P-Progressing, C-Completed, SD-Stop Doing, NG - New Goal Funding Sources: L - Local/District, F - Federal, SP - SPED

Action Step	Evidence	Person Responsible	Timeline	Progress
Recognize community partnerships through various forms of communication. (L)		Website Design and Social Media	Annually	
Host community events such as health fairs, career days, life skills fair, etc. (L)		Administration, Counselor, Nurse	Quarterly	
Research programs in which local businesses adopt a class or group. (L)		Administration	December 2022	
Annually evaluate participation rates through sign in sheets at events. (L)		Administration	Annually	
Develop an effective student work-study program with various community business partners. (L)		Vo-Tech Department	December 2023	
Begin developing a program in which local businesses adopt a class or group, if feasible. (L)	Program	Administration	August 2023	
Involve the school in community events and service projects. (L)		Administration, Club Sponsors and Coaches	Quarterly	

Priority Area 2: Teaching and Learning

Goal 2.1 MAP and EOC scores will increase by 2-4% on an annual basis.

Progress: P-Progressing, C-Completed, SD-Stop Doing, NG - New Goal Funding Sources: L - Local/District, F - Federal, SP - SPED

Action Step	Evidence	Person Responsible	Timeline	Progress
Rigorous instruction will occur daily in all subject areas. (L, F, SP)	NEE Observation Data	Teachers, Curriculum Director, Principals, Instructional Coach	Daily	

Teachers will utilize previous MAP and EOC data to drive instruction and guide changes needed in the curriculum. (L, F, SP)	MAP and Progress Learning Data Meetings	Teachers, Curriculum Director, Principals, Instructional Coach	Daily	
Targeted interventions will be provided for students scoring at basic or below basic. (L, F, SP)	RTI	Teachers	Daily	
Prioritize time for collaboration to analyze data and determine instructional changes needed. (L, F, SP)	Data Meetings	Administration	Weekly Monthly	
Embed opportunities for students to practice state assessment-like items. (L, F, SP)	Classwork	Teachers	Daily	
Ensure Missouri Priority Standards are taught and assessed throughout the year. (L, F, SP)	Curriculum Maps	Teachers, Curriculum Director, Instructional Coach	Daily	
Provide incentives to encourage student effort and achievement. (L)		Administration Teachers	Quarterly	
Annually review APR status to determine progress towards DESE expectations. (L)	APR Results	Superintendent	Annually	

Goal 2.2 ACT Scores will meet or exceed a composite score of 21.0 on an annual basis.

Progress: P-Progressing, C-Completed, SD-Stop Doing, NG - New Goal Funding Sources: L - Local/District, F - Federal, SP - SPED

Action Step	Evidence	Person Responsible	Timeline	Progress
Teach and incorporate test-taking strategies at all grade levels. (L, F, SP)	Daily Lesson Plans	Teachers	Daily	
Celebrate and recognize student who achieve a composite score of 21 or higher. (L)	ACT Results	Principal Counselor	Annually	
Annually review APR status to determine progress towards DESE expectations. (L)	APR Results	Superintendent	Annually	
Identify staff who can provide ACT preparation and provide them with necessary training and resources. (L)	Course Schedule	Administration	December 2023	
Research ACT prep programs to implement at the high school. (L, F)	ACT Prep Program	Administration	December 2023	
Implement ACT prep programs at the high school, if needed. (L, F)	ACT Prep Program	Administration	August 2024	

Goal 2.3 The district will maintain an annual graduation rate of 100%.

Progress: P-Progressing, C-Completed, SD-Stop Doing, NG - New Goal Funding Sources: L - Local/District, F - Federal, SP - SPED

Action Step	Evidence	Person Responsible	Timeline	Progress
Credit recovery courses will be offered to assist students with recouping lost credits. (L, F, SP)	Courses	Administration Alternative School Director	Annually	

Create and review ICAP's annually with every student in grades 8th-11th. (L)	ICAP's	Counselor	Annually	
Graduation progress plans in PowerSchool will be available for all students to monitor their graduation progress. (L)	Plans in PowerSchool	Counselor	Quarterly	
Multiple at-risk committee meetings will be held throughout the year to discuss early interventions for at-risk students. (L, F, SP)	At-Risk Committee Meetings	At-Risk Committee	Weekly	
Offer incentive programs such as A+ to encourage students to maintain good attendance and grades. (L)	ACT Results	Principal Counselor	Annually	
Offer alternative routes to graduation such as virtual learning, MO Options, etc. (L)		Superintendent	Annually	
Annually review APR status to determine progress towards DESE expectations. (L)	APR Results	Administration	December 2023	

Goal 2.4 100% of the students taking local assessments will meet or exceed grade level expectations in the fall, winter, and spring testing windows.

Progress: P-Progressing, C-Completed, SD-Stop Doing, NG - New Goal Funding Sources: L - Local/District, F - Federal, SP - SPED

Action Step	Evidence	Person Responsible	Timeline	Progress
Teachers will routinely review and analyze assessment data to identify trends by class, school and other student characteristics. (L)	Local Assessment Data	Teachers	Annually	
Teachers will routinely review assessments to ensure alignment with the Missouri Priority Standards and Curriculum Maps. (L)	Assessment Review	Teachers, Curriculum Director, Instructional Coach	Annually Monthly Weekly	
Celebrate and recognize when local assessment goals are met or exceeded. (L)	Celebrations	Principals Counselors	Weekly Monthly	
Utilize data to track students who are at risk and provide necessary research based interventions. (L, F, SP)	Data Wall	Principals, Teachers, Instructional Coach	Weekly Monthly	

Priority Area 3: Staffing

Goal 3.1 The district will retain 95% of certified staff that are asked to return (offered contracts to). The district will return 90% of non-certified staff on an annual basis.

Progress: P-Progressing, C-Completed, SD-Stop Doing, NG - New Goal Funding Sources: L - Local/District, F - Federal, SP - SPED

Action Step	Evidence	Person Responsible	Timeline	Progress
Implement systems of support for new teachers such as mentoring and teaching new teachers. (L)	Mentoring Program Feedback	PDC	Monthly	
Reevaluate the tuition reimbursement program to include support staff and other graduate degrees. (F)	Tuition Reimbursement Guidelines	Federal Programs Coordinator	December 2022	

Make efforts to increase the applicant pool for open positions. (L)		Administration	December 2023	
Maintain a competitive salary schedule. (L)	Salary Schedule	Superintendent Board of Education	Annually	
Provide activities for staff appreciation. (L)		Administration	Quarterly	
Respond to professional learning needs of staff members. (L, F)	PD Plans and PD Surveys	PDC	Monthly	
Provide a climate and culture survey annually to assess teacher morale, review data, and plan accordingly and evaluate responses. (L, F)	Culture and Climate Survey Results	Federal Programs Coordinator	Annually (April/May)	
Present recommended changes to the tuition reimbursement program. (F)	Board Report	Federal Programs Coordinator	May 2023	

Goal 3.2 Staff compensation will be in the top three of the conference on an annual basis for certified and non-certified staff to the extent finances and funding allows.

Progress: P-Progressing, C-Completed, SD-Stop Doing, NG - New Goal Funding Sources: L - Local/District, F - Federal, SP - SPED

Action Step	Evidence	Person Responsible	Timeline	Progress
Meet with an insurance representative to evaluate current insurance payoffs. (L)	Insurance Plans	Superintendent Central Office	Quarterly	
Conduct annual salary and benefits analysis of conference schools. (L)	Salary Schedule	Superintendent Central Office	Annually	
Evaluate insurance premium prices. (L)	Insurance Costs	Superintendent Central Office	Annually	
Prepare annual revenue projections to consider changes to the salary schedules. (L)	Revenue Projections	Superintendent Central Office	Annually	

Goal 3.3 Culture and climate surveys will meet or exceed 90% strongly agree and/or agree.

Progress: P-Progressing, C-Completed, SD-Stop Doing, NG - New Goal Funding Sources: L - Local/District, F - Federal, SP - SPED

Action Step	Evidence	Person Responsible	Timeline	Progress
Provide staff with opportunities to work with other professionals throughout the district. (L, F, SP)	Staff and PD Schedules	Administration PDC	Annually (April/May)	
Provide activities for staff appreciation. (L)		Administration	Quarterly	
Ensure open communication is available between staff and administration. (L, F, SP)	Culture & Climate Surveys	Administration Teachers	Annually	

Priority Area 4: District Operations

Goal 4.1 The district will maintain an unrestricted fund balance of 30% on an annual basis.

Progress: P-Progressing, C-Completed, SD-Stop Doing, NG - New Goal

Funding Sources: L - Local/District, F - Federal, SP - SPED

Action Step	Evidence	Person Responsible	Timeline	Progress
Develop and continually monitor short and long term budgets. (L)	Budget Reports	Superintendent and Board of Education	Annually	
Refine projections with a goal of presenting actual versus estimated expenses to be with 3% to allow for better budget planning. (L)	Budget Projections	Superintendent and Board of Education	Annually	
Ensure transparency and accountability with regard to finances through audits and stakeholder meetings. (L)	Board Reports	Superintendent and Board of Education	Quarterly	
Optimize the tax levy to ensure adequate funds are available to cover budgeted costs, build up reserves and pay off debt. (L)	Budget Reports	Superintendent and Board of Education	Annually	
When appropriate, the district will make use of the Classroom Trust Fund and the 7% transfer to ensure adequate funds are available in fund 4 (capital) for future projects. (L)		Superintendent and Board of Education	Annually	
When appropriate, the District will make use of the Lease/Purchase funding mechanism to cover costs of capital projects. (L)		Superintendent and Board of Education	Annually	

Goal 4.2 On an annual basis the district will meet 100% on all safety inspections.

Progress: P-Progressing, C-Completed, SD-Stop Doing, NG - New Goal

Funding Sources: L - Local/District, F - Federal, SP - SPED

Action Step	Evidence	Person Responsible	Timeline	Progress
All students and staff will participate in fire drills, tornado drills, and lockdown drills. (L)	Drills Checklist	Administration	Annually	
Teachers and staff will participate in a school safety training session with the SRO. (L)	PD Schedule	Administration	Annually	
Evaluate and update the district's crisis manual. (L)	Crisis Manual	Safety Coordinator	Annually	
Teachers and staff will be provided an abbreviated version of the crisis manual with specific directions on what to do for various emergency events. (L)	Crisis Manual	Safety Coordinator Administration	Annually	
First responders will conduct regular training activities in each building to allow practice for response and familiarity with the facilities. (L)	Schedule of Trainings	Administration	Annually	
District walkthroughs to evaluate classroom doors, windows, and outside door locks. (L)	Schedule of Walkthroughs	Maintenance	Quarterly	

Host a community safety night. (L)	Community Event	Administration, SRO, Local Police Department	Annually	
District facilities will be evaluated every other year by MUSIC. (L)	MUSIC Evaluations	Maintenance	Annually	

Goal 4.3 The district will have a maintenance or rotation schedule for 100% of the following areas by June 2024. (Facilities, Technology, Curriculum and Curriculum Resources.

Progress: P-Progressing, C-Completed, SD-Stop Doing, NG - New Goal Funding Sources: L - Local/District, F - Federal, SP - SPED

Action Step	Evidence	Person Responsible	Timeline	Progress
Monitor facility equipment to ensure it is up to date with all compliance and safety standards by organizing product requirement documents, warranty information, safety guides, etc. (L)	Safety Checklist	Maintenance	Monthly	
Monitor and maintain work order completion and prioritization to utilize response time and keep facilities up and working properly for students and staff. (L)	Work Orders	Maintenance	Daily	
Create and maintain a planned maintenance log to plan, track and complete preventative maintenance tasks to increase equipment's lifespan. (L)	Maintenance Log	Maintenance	Daily	
Evaluate alignment of curriculum standards with resources. (L)	Vertical Alignment Document	Curriculum Director	December 2022	
Evaluate student and staff technology equipment to determine needs. (L, F, SP)	Technology Needs Assessment	Technology Director	Annually (May)	
Develop rotation schedules for facilities, technology and curriculum resources. (L)	Rotation Schedule	Maintenance	Aug 2023-May 2024	
Submit a facilities/maintenance rotation schedule to the superintendent. (L)	Rotation Schedule		May 2024	
Submit a technology rotation schedule to the superintendent. (L)	Rotation Schedule		May 2024	
Submit a curriculum resources rotation schedule to the superintendent. (L)	Rotation Schedule	Curriculum Director	May 2024	
Implement and monitor rotation schedules for maintenance, technology and curriculum resources. (L)		Maintenance Technology and Curriculum Director	Annually beginning May 2024	



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