

ARCHIE R-V CSIP





**CONTINUOUS
SCHOOL
IMPROVEMENT
PLAN
2023-2026**

LEARNING FOR LIFE

ARCHIE R-V CSIP 2023-2026
DISTRICT TOP PRIORITIES
<p><i>Student Achievement and Learning</i> <i>Staff Recruitment and Retainment</i> <i>Resources: Budget, Communication, Facilities, and Technology</i> <i>Climate, Culture, Safety and Security</i></p>
MISSION
<p><i>The <u>mission</u> of the Archie R-V School District is to provide a high-quality education in a safe, positive environment to foster lifelong success for all.</i></p>
VISION
<p><i>The <u>vision</u> of the Archie R-V School District is to be a district where everyone experiences success.</i></p>
BELIEFS
<ul style="list-style-type: none"> ● <i>We believe all students and staff members deserve a safe and productive environment.</i> ● <i>We believe that positive, supportive student and teacher relationships, as well as community partnerships, are vital to student success.</i> ● <i>We believe in recruiting and retaining an inspiring, innovative staff.</i> ● <i>We believe in developing a staff which utilizes best instructional practices.</i> ● <i>We believe in high expectations and accountability for all.</i> ● <i>We believe in equipping learners to become successful citizens in a diverse society.</i> ● <i>We believe in fostering lifelong curiosity and resourcefulness in all learners.</i>

TABLE OF CONTENTS

Archie R-V Plan	2
CSIP Development Team	4
Smart Goals and Action Steps	5
• Student Achievement and Learning	5
• Staff Recruitment and Retainment	12
• Resources: Budget, Communication, Facilities and Technology	15
• Climate, Culture, Safety and Security	20

CSIP DEVELOPMENT TEAM

Dr. Michelle Wityk	Superintendent
Tamara Stroud	Elementary Principal
Michelle Gaddie	High School Principal
Lee Harmon	Director of Federal Programs and Special Education/Parent
Kim Hough	Director of Academic Services/Parent
Dustin Bridges	Activities Director
Ashley Lile	High School English Teacher
Drew Smith	Middle School/High School Physical Education Teacher
Mindy Wilkins	Middle School Math Teacher/Parent
David Dixon	Middle School/High School Special Education Teacher
Pamala Heide	Title I Math Paraprofessional/Parent
Miranda Bridges	School Counselor
Steve Combs	Parent
Cassie Diehl	Parent
Jonas Jones	Board of Education Member/Parent
Trista Houchen	Student
Mylea Shaw	Student

SMART GOALS AND ACTION STEPS

PRIORITY 1: STUDENT ACHIEVEMENT AND LEARNING			
SMART Goal #1: Student attendance will show measurable growth toward 95% on a quarterly basis.			
School Year/Semester	Person(s) Responsible	Funding Source	Timeline
Action Steps			
The district will review A+ considerations for every new high school student.	A+ Coordinator	Local/State District Budget, Funds 1 & 2	Fall Semester Annually
Develop/modify/analyze a meaningful step system to address excessive absences.	Building Leadership Team, Principal	HS General Supplies	Fall Semester Annually
Create a quarterly incentive program to recognize students with 100% attendance.	Principal	Local District Budget	August
Survey student body in grades 6-12 about commitment to attendance at the end of 1st semester.	Director of Academic Services	Local/State District Budget, Funds 1 & 2	December
Every incoming 9th grade student will have the opportunity to commit to the A+ program at Freshman Orientation where a cumulative 95% attendance is required by graduation to be an A+ completer.	A+ Coordinator and Secretary	Local/State District Budget, Funds 1 & 2	Fall Semester Annually
Attendance letters will be sent home daily by the attendance secretary for students after 4, 8, and 10 absences.	Attendance Secretary	Local/State District Budget, Funds 1 & 2	Daily
Parent contact will be made by teacher after 4 absences.	Teacher	Local/State District	Weekly

		Budget, Funds 1 & 2	
At 8 absences each semester, the parent and student will meet with the principal and teacher to discuss missed instructional time.	Principal and Teacher	Local/State District Budget, Funds 1 & 2	Weekly
Monthly attendance report will be run by Principal and reported to the Board of Education each month.	Principal	Local/State District Budget, Funds 1 & 2	Monthly

PRIORITY 1: STUDENT ACHIEVEMENT AND LEARNING			
SMART Goal #2: The percentage of Archie students scoring in the Proficient/Advanced range on the state assessment will be at or above the state average annually.			
School Year/Semester	Person(s) Responsible	Funding Source	Timeline
Action Steps			
MAP Item Benchmark Analysis will be reviewed by grade level/content teams with administrators by the end of 1st Quarter in order to drive instruction for the upcoming year.	Principals, Teachers, District Testing Coordinator	Local/State District Budget, Funds 1 & 2	Fall Semester Annually
Teachers will provide benchmark assessments (NWEA) three times per year to determine deficiencies in specific learning objectives (grades K-8).	Teachers	Local District Budget	August, December, March
Provide tutoring to address individual student needs.	Teachers	Career Ladder, Grants	Daily
Teachers will implement a comprehensive adaptive math and ELA program to provide real time data in order to make instructional decisions on a daily basis (grades K-12)	Teachers	State/Local, Funds 1 & 2	Fall Semester Annually
Building principals will create an annual curriculum revision schedule for teachers.	Principals	State/Local, Funds 1 & 2	August Annually
Teachers will complete a curriculum diary on a weekly basis.	Teachers	Local/State District Budget, Funds 1 & 2	Weekly

PRIORITY 1: STUDENT ACHIEVEMENT AND LEARNING			
SMART Goal #3: 100% of students will show measurable growth on local assessments from the beginning to the end of each Unit.			
School Year/Semester	Person(s) Responsible	Funding Source	Timeline
Action Steps			
Teachers will give pre/post assessments each unit to measure student growth.	Teachers	Local/State District Budget, Funds 1 & 2	Ongoing
The “District” will create a survey that will be given to students annually, that identifies their best individual learning styles.	Administrative Team, Teachers and Students	Local/State District Budget, Funds 1 & 2	Fall Annually
Student ownership- Students will track progress for pre and post-assessments.	Students	Local/State District Budget, Funds 1 & 2	Weekly
Teachers will review data collected on a monthly basis with collaboration teams.	Teachers	Local/State District Budget, Funds 1 & 2	Monthly
Create effective opportunities for students who aren’t making measurable progress. (Extended Learning Opportunities-ELO)	Teachers and Administrative Team	Local/State Budget, Grants	Weekly
Teachers will create action plans based on the 90-10 model: 10% reviewing data and 90% creating action plans in response to the data.	Teachers	Local/State District Budget, Funds 1 & 2	Weekly

PRIORITY 1: STUDENT ACHIEVEMENT AND LEARNING			
SMART Goal #4: Students will graduate college and career ready as evidenced by a 95% graduation rate and six-month follow-up survey data.			
School Year/Semester	Person(s) Responsible	Funding Source	Timeline
Action Steps			
Develop and administer graduate exit survey	Director of Academic Services, Teachers, High School Principal	Local/State District Budget, Funds 1 & 2	May Annually
Administer the 180-day follow-up survey	Director of Academic Services	Local/State District Budget, Funds 1 & 2	Annually
Every 8 th -grade student will create an Individual Academic and Career Plan (ICAP) by Freshman Orientation.	Director of Academic Services	Local/State District Budget, Funds 1 & 2	Spring Semester Annually
High school advisors will reevaluate the ICAP each spring in preparation for Enrollment Night.	Teachers/ Advisors	Local/State District Budget, Funds 1 & 2	Spring Semester Annually
Research and seek additional opportunities for career, technical, and collegiate courses.	Director of Academic Services	Local/State District Budget, Funds 1 & 2	Monthly

PRIORITY 1: STUDENT ACHIEVEMENT AND LEARNING			
SMART Goal #5: The district will increase the Annual Performance Report (APR) score by 5pts on an annual basis to reach the target of 85 by 2026.			
School Year/Semester	Person(s) Responsible	Funding Source	Timeline
Action Steps			
The superintendent will notify appropriate staff on required data for the annual APR.	Superintendent, Administrative Team	Local/State District Budget, Funds 1 & 2	August/September Annually

PRIORITY 1: STUDENT ACHIEVEMENT AND LEARNING			
SMART Goal #6: The PAT program will increase home visits and connections by 10% by 2026.			
School Year/Semester	Person(s) Responsible	Funding Source	Timeline
Action Steps			
The district will advocate for and hire an additional PAT educator to increase home visits.	Administration/ PAT Coordinator	PAT/Local	Before 2024-2025
All PAT educators and early childhood staff will receive professional development to maintain or increase best-practice knowledge.	Administration/ PAT Coordinator	PAT/Local	Annually
All preschool families will join PAT and will be required to schedule a minimum of 1 visit.	PAT Educators	PAT/Local	Annually

PRIORITY 1: STUDENT ACHIEVEMENT AND LEARNING			
SMART Goal #7: 100% of students will meet or exceed their individual benchmarking growth goal.			
School Year/Semester	Person(s) Responsible	Funding Source	Timeline
Action Steps			
All students enrolled in K-3 will be assessed at least twice per year for their level of reading or reading readiness on state-approved assessments.	Grade Level Teacher	State/Local, Funds 1 & 2	Beginning and end of year
All newly enrolled students in grades 1-5 will be assessed within 30 days for their reading level or reading readiness on a state-approved assessment.	Grade Level Teacher	State/Local, Funds 1 & 2	Within 30 days of enrollment
Any student with a substantial deficiency in reading or that has been identified as being at risk of dyslexia will be provided a reading success plan based on scientific, evidence-based strategies.	Grade Level Teacher and Principal	State/Local, Funds 1 & 2	Within 30 days of enrollment
All students with a reading success plan shall continue to be provided with intensive reading instruction until the deficiency is remedied.	Grade Level Teacher and Principal	State/Local, Funds 1 & 2	Weekly
All parents of K-3 students with a reading deficiency will be notified in writing of the deficiency, including a description of the current services, and a description of the supplemental services designed to remediate the area of concern.	Grade Level Teacher and Principal	State/Local, Funds 1 & 2	Within First Quarter
All parents of students with reading deficiencies will be notified of academic and other progress being made by the student as well as other useful information.	Grade Level Teacher and Principal	State/Local, Funds 1 & 2	No Less Than 4 Times/Year (Once Per Quarter)

Students at risk of dyslexia will receive an explanation of instruction used to teach the child reading that is explicit, systematic, and diagnostic.	Grade Level Teacher and Principal	State/Local, Funds 1 & 2	Within First Quarter
Parents of students with any reading deficiency will receive parent-guided home reading strategies.	Grade Level Teacher and Principal	State/Local, Funds 1 & 2	No Less Than 4 Times/Year (Once Per Quarter)
The District will review chronic early elementary absenteeism for its impact on literacy development. If more than 15% of the students are not reading at grade level by the end of third grade, strategies will be implemented to increase reading proficiency.	Grade Level Teacher and Principal	State/Local, Funds 1 & 2	No Less Than 4 Times/Year (Once Per Quarter)
Professional development services will be provided by the District to enhance the skills of elementary teachers in responding to children with reading issues.	Grade Level Teacher, Principal and Superintendent	State/Local, Funds 1 & 2, Grants	Annually

PRIORITY 2: STAFF RECRUITMENT AND RETAINMENT

SMART Goal #1: All staff salaries, wages, and benefits will be in the top 20% of comparable districts within our area annually. (Comparable districts include: Drexel, Midway, Adrian, Rich Hill, Appleton City, Butler, Osceola, Sherwood, and Miami)

School Year/Semester	Person(s) Responsible	Funding Source	Timeline
Action Steps:			
The district will develop a salary schedule to reflect competitive salaries, wages, benefits, and make annual adjustments to be more competitive with comparable districts. Data Analyzed: salary schedule, salary schedules of comparable school.	Board of Education, Administrative Team and Salary Committee	Local, State, Federal and Grants	June/July
The district will budget accordingly to ensure finances are available to remain in the top 20%.	Superintendent	Local, State, Federal and Grants	Annually
The district will create a projected analysis of revenues and expenditures for the next three years to share with stakeholders.	Superintendent	Local/State District Budget, Funds 1 & 2	Annually
Create a benefits packet to summarize the district's benefits.	Central Office	Local/State District Budget, Funds 1 & 2	July/August
Salary committee will be formed and meetings held to assist with collecting data.	Salary Committee/ Teachers	Local/State District Budget, Funds 1 & 2	Spring



<p>be considered.</p>	<p>Superintendent</p>	<p>Local/State District Budget, Funds 1 & 2</p>	<p>Annually</p>
<p>The district will meet the state recommendation of a \$38,000 base salary.</p>	<p>Superintendent</p>	<p>Local/State District Budget, Funds 1 & 2</p>	<p>Annually</p>

PRIORITY 2: STAFF RECRUITMENT AND RETAINMENT			
SMART Goal #2: The district will retain 92% of staff it intends to issue a contract to annually.			
School Year/Semester	Person(s) Responsible	Funding Source	Timeline
Action Steps			
Create and implement a Sunshine committee to monitor staff morale.	School Counselor and Athletic Director	Local/State District Budget, Funds 1 & 2	Ongoing
Review and actively implement ways to reduce teacher workload and free up time.	Building Leadership Team and Principals	Local/State District Budget, Funds 1 & 2	Ongoing
Staff leaving the district will complete an exit questionnaire, as well as an exit interview. <ol style="list-style-type: none"> Information will be collected and reviewed to determine where areas of improvement are needed. Information will be shared with the Board of Education and the administrative team. 	Administrators	Local/State District Budget, Funds 1 & 2	April/May
Calendar committee will develop desirable calendar options to be presented and voted on by all staff.	Superintendent	Local/State District Budget, Funds 1 & 2	January/February
New Teachers will meet with principals monthly to discuss upcoming school events and address any concerns or needs they may have.	Principals	Local/State District Budget, Funds 1 & 2	Monthly
Two-way communication opportunities between all staff and administrators will be ongoing throughout the school year. <ol style="list-style-type: none"> Weekly Updates Staff Meetings One on one staff/administrator meetings 	All Staff	Local/State District Budget, Funds 1 & 2	Ongoing
All staff new to the district will receive a minimum of two-years orientation, professional learning, mentoring and coaching support.	Principals and Mentors	Local/State District Budget, Funds 1 & 2	Ongoing

PRIORITY 2: STAFF RECRUITMENT AND RETAINMENT			
SMART Goal #3: By June 30, 2026, 90% of responses on the Employment Satisfaction Survey will be strongly agree/agree.			
School Year/Semester	Person(s) Responsible	Funding Source	Timeline
Action Steps			
Sunshine committee will create a survey to poll staff and students at the beginning, middle and at the end of each school year. <ol style="list-style-type: none"> 1. Sunshine committee will analyze and share data within the school community 2. Sunshine committee in collaboration with administration and staff will be responsible for analyzing data collected and finding viable solutions. 	School Counselor, Athletic Director, Administrators and Sunshine Committee Members	Local/State District Budget, Funds 1 & 2	September, January & May

PRIORITY 3: BUDGET, COMMUNICATION, FACILITIES AND TECHNOLOGY			
SMART Goal #1: The district will increase positive perception of its internal communication and emergency alerts by 3% from the baseline survey by May 2026.			
School Year/Semester	Person(s) Responsible	Funding Source	Timeline
Action Steps			
<ul style="list-style-type: none"> ● First Semester 			
Survey all stakeholders two times per year on communication and safety.	Administrative Team	Local/State District Budget, Funds 1 & 2	October and March Each Year Until 2026
Our facility will be equipped with an audible communication system in 100% of occupiable/usable space.	Superintendent and Board of Education	District Funds	Summer 2026
Administrators and administrative assistants will utilize the student information system to communicate (urgent) information with parents via text messages.	Administrators and Administrative Staff	Local/State District Budget, Funds 1 & 2	Fall 2023
<ul style="list-style-type: none"> ● Second Semester 			
Survey all stakeholders two times per year on communication and safety.	Administrative Team	Local/State District Budget, Funds 1 & 2	October and March Each Year Until 2026

PRIORITY 3: BUDGET, COMMUNICATION, FACILITIES AND TECHNOLOGY			
SMART Goal #2: 90% of the staff, students, and community will strongly agree/agree that our district provides safe and well-maintained facilities through an annual survey.			
School Year/Semester	Person(s) Responsible	Funding Source	Timeline
Action Steps			
<ul style="list-style-type: none"> First Semester 			
Conduct surveys (staff, students, and community members). Surveys to be reviewed by Administrative Team before winter break.	Administrative Team	Local/State District Budget, Funds 1 & 2	October Annually
<ul style="list-style-type: none"> Second Semester 			
Create a long-term facilities/maintenance plan for budgeting purposes.	Superintendent and Facilities Manager	Local/State District Budget, Funds 1 & 2	June

PRIORITY 3: BUDGET, COMMUNICATION, FACILITIES AND TECHNOLOGY			
SMART Goal #3: The district will utilize all available means (grants, bonds, lease purchases, etc.) of acquiring funds to increase the capital projects fund annually.			
School Year/Semester	Person(s) Responsible	Funding Source	Timeline
Action Steps			
<ul style="list-style-type: none"> First Semester 			
Assembly budgetary committee (grant writer, facilities director, etc.).	Administrative Team	Local/State District Budget, Funds 1 & 2	Fall 2023
Use stakeholder perception (surveys) for grants.	Administrative Team	Local/State District Budget, Funds 1 & 2	Fall 2023
Superintendent will meet with the financial advisor annually.	Superintendent	Local/State District Budget, Funds 1 & 2	Monthly
Create a maintenance schedule (checked monthly).	Superintendent	Local/State District Budget, Funds 1 & 2	June
<ul style="list-style-type: none"> Second Semester 			
Use the data from MUSIC inspection in future planning.	Superintendent	Local/State District Budget, Funds 1 & 2	June

PRIORITY 3: BUDGET, COMMUNICATION, FACILITIES AND TECHNOLOGY			
SMART Goal #4: The district will maintain a 20% reserve balance annually as reported on the Annual Secretary of the Board Report (ASBR).			
School Year/Semester	Person(s) Responsible	Funding Source	Timeline
Action Steps <ul style="list-style-type: none"> ● Second Semester 			
The administrative team will meet annually to conduct a functionality assessment based on purchases made in the past 12 months.	Administrative Team	Local/State District Budget, Funds 1 & 2	May/June
The administrative team will meet annually to evaluate the upcoming anticipated large purchase needs (technology, facility, and maintenance equipment).	Administrative Team	Local/State District Budget, Funds 1 & 2	May/June

PRIORITY 3: BUDGET, COMMUNICATION, FACILITIES AND TECHNOLOGY			
SMART Goal #5: The district will balance funding allocation to instruction, professional development, and facilities maintenance annually.			
School Year/Semester	Person(s) Responsible	Funding Source	Timeline
Action Steps			
Superintendent Advisory Committee will meet and discuss and create a priority list annually to designate allocation of funds.	Superintendent Advisory Committee	Local/State District Budget, Funds 1 & 2	Prior to Winter Break
Grant Writing Team will assist and educate staff on grant writing.	Grant Writing Team	Local/State District Budget, Funds 1 & 2	October
Budget information will be communicated to the Board of Education and staff.	Board of Education (Receives Monthly) Staff (Receives Each Semester)	Local/State District Budget, Funds 1 & 2	Prior to Winter Break and End of School

PRIORITY 4: CLIMATE, CULTURE, SAFETY & SECURITY			
SMART Goal #1: Middle School/High School student office referrals will drop by 10% annually as measured by the student information system.			
Action Steps	Person(s) Responsible	Funding Source	Timeline
Actions Steps Year			
The Building Leadership Team will develop preventative action steps to address student behavior annually.	Building Leadership Team	State/Local, Funds 1 & 2	September/October
The Building Leadership Team/Building Principal will create a student-led due process committee that will assist with disciplinary actions.	Building Leadership Team and Principals	State/Local, Funds 1 & 2	September/October
Building Leadership Team/Building Principal will evaluate/revise the student discipline guide (code of conduct) in the student handbook on an annual basis and submit it to the Board of Education for approval.	Building Leadership Team and Principals	State/Local, Funds 1 & 2	February/March
All staff will read and follow the board-approved student discipline guide.	All Staff	State/Local, Funds 1 & 2	August/September
The district will hire a part-time Student Resource Officer by May 2026.	Superintendent	Federal/State Grants	May 2026

PRIORITY 4: CLIMATE, CULTURE, SAFETY & SECURITY			
SMART Goal #2: 90% of staff and students will agree/strongly agree to feeling physically, socially, and emotionally safe as measured by a survey given at the end of first and third quarters, each school year.			
Action Steps	Person(s) Responsible	Funding Source	Timeline
Actions Steps			
DeLace survey will be administered by K-12 building counselor.	K-12 Counselor	State/Local, Funds 1 & 2	Fall and Spring
Elementary teachers will conduct class meetings daily to address classroom environment needs.	Elementary Teachers	State/Local, Funds 1 & 2	Daily
Advisement teachers will conduct monthly meetings to address the survey results and student concerns and communicate those with building administrator.	Middle School and High School Advisement Teachers and High School Principal	State/Local, Funds 1 & 2	Monthly

PRIORITY 4: CLIMATE, CULTURE, SAFETY & SECURITY			
SMART Goal #3: 95% of the responses on the Community Stakeholders Satisfaction Survey will be strongly agree/agree on an annual basis.			
Action Steps	Person(s) Responsible	Funding Source	Timeline
Actions Steps			
Establish a Sunshine Committee.	K-12 Counselor and Athletic Director	State/Local, Funds 1 & 2	August/September
Sunshine committee will review survey results to analyze our District's strengths and weaknesses.	Sunshine Committee	State/Local, Funds 1 & 2	September
An action plan will be developed to address weaknesses identified in the annual survey.	Sunshine Committee	State/Local, Funds 1 & 2	September
Administrators will share results with all stakeholders.	Administrative Team	State/Local, Funds 1 & 2	September/October
Adult advisors will meet with student leaders to review survey results and brainstorm action steps.	Middle School and High School Advisement Teachers	State/Local, Funds 1 & 2	September/October

PRIORITY 4: CLIMATE, CULTURE, SAFETY & SECURITY			
SMART Goal #4: Conduct 100% of MO required emergency drills on an annual basis.			
Action Steps	Person(s) Responsible	Funding Source	Timeline
Actions Steps			
All safety and emergency procedures will be taught/reviewed at the beginning of the year staff meetings.	Administrative Team	State/Local, Funds 1 & 2	August
All safety and emergency drills will be conducted on a quarterly basis.	Administrative Team and Classroom Teachers	State/Local, Funds 1 & 2	Quarterly
Drills will be documented on the safety log.	Central Office	State/Local, Funds 1 & 2	Quarterly
Safety procedures will be taught/reviewed each quarter.	Classroom Teachers	State/Local, Funds 1 & 2	Quarterly
Feedback will be given to staff and students following drills by the Safety Team.	Safety Team	State/Local, Funds 1 & 2	Quarterly
Emergency systems will be inspected and maintained according to code on an annual basis.	Head of Maintenance and Superintendent	State/Local, Funds 1 & 2	June/July
All exterior doors will be routinely checked for security.	All Staff	State/Local, Funds 1 & 2	Daily