

Comprehensive Plan Report

A detailed report showing activity of the district team's work on the improvement plan including assessments, plans, tasks, monitoring, and implementation for selected time periods.

March 11, 2016

MOUNTAIN VIEW SCHOOL DISTRICT NCES - 510200

Key Indicators are shown in **RED**.

District Context and Support for School Improvement

Improving the school within the framework of district support

Indicator	IA10 - The district regularly reallocates resources to support school, staff, and instructional improvement.(10)(AllDistricts)		
Status	Objective Met 2/5/2016		
	Level of Development:	Initial: Limited Development 10/15/2015	
		Objective Met - 02/05/2016	
	Index:	6	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	2	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	LIMITED DEVELOPMENT/PLANNING STAGE	
Plan	Assigned to:	Rowdy Ross	
	Added:	11/12/2015	
	How it will look when fully met:	Leadership Teams will analyze student performance data to make recommendations on school improvement. Leadership Teams will disaggregate data to determine areas of weakness. Allocation/reallocation of financial resources, time, and personnel will be implemented as needed.	
	Target Date:	03/01/2016	
	Tasks:		
	1. The district will allocate/reallocate professional development resources.		
	Assigned to:	Rowdy Ross	
	Target Completion Date:	01/04/2016	
	Frequency:	monthly	
	Comments:		
	Task Completed:	01/04/2016	
	2. The district will allocate/reallocate resources as needed to hire staff, including paraprofessionals.		
	Assigned to:	Rowdy Ross	
	Target Completion Date:	01/04/2016	
	Frequency:	four times a year	

		Comments:	
		Task Completed:	01/04/2016
	3. The district will allocate/reallocate resources to provide and update technology.		
		Assigned to:	Rowdy Ross
		Target Completion Date:	03/01/2016
		Frequency:	three times a year
		Comments:	
		Task Completed:	02/01/2016
Implement	Percent Task Complete:		3 of 3 (100%)
	Objective Met (initial):		02/05/2016
	Experience:		2/5/2016 Pursuing this objective has proven to be very rewarding. Quality staff members have been added, needed professional development has been provided, and our technology resources have been greatly enhanced.
	Sustain:		2/5/2016 The district will continue to provide funding for quality professional development. The district will hire staff as needed. Updating technology will continue to be a high priority. Planning for summer professional development opportunities for the upcoming new school year has already started.
	Evidence:		2/5/2016 Principals monitor the professional development training of staff and require documentation of all PD. New highly qualified paraprofessionals positions have recently been filled. Additional computers have been purchased and new computer labs are now available.

Indicator	IA14 - The district recruits, trains, supports, and places personnel to competently address the problems of schools in need of improvement.(14)(AllDistricts)		
Status	Objective Met 12/18/2015		
	Level of Development:		Initial: Limited Development 10/15/2015
	Objective Met - 12/18/2015		
	Index:	9	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	3	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:		LIMITED DEVELOPMENT/PLANNING STAGE
Plan	Assigned to:		Rowdy Ross
	Added:		11/06/2015

How it will look when fully met:	The district recruits, trains, supports, and places personnel to competently address the problems of each school. The Superintendent advertises vacancies using numerous print media sources. Principals review applications, check references, and interview extensively to determine the best highly qualified applicant. Professional Development is mandated and provided.
Target Date:	09/01/2015
Tasks:	
1. The Superintendent will advertise vacancies in the local newspaper and with district wide announcements. In addition the Arkansas Association of Educational Administrators (AAEA) Arkansas Education Jobs website will be utilized to reach applicants from all areas of the United States.	
Assigned to:	Rowdy Ross
Target Completion Date:	09/01/2015
Frequency:	four times a year
Comments:	
Task Completed:	09/01/2015
2. The District Test Coordinator will administer the Educational Testing Services (ETS) Parapro Assessment to any paraprofessional who has not completed at least 60 semester credit hours at an institution of higher education or obtained an associate's or higher degree. A passing score will be required for employment.	
Assigned to:	Paula Gammill
Target Completion Date:	09/01/2015
Frequency:	twice a year
Comments:	
Task Completed:	09/01/2015
3. Principals will thoroughly review applications and check all references. Interviews will be conducted. Principals will ensure that applicants meet the requirements of appropriate state licensure and highly qualified status.	
Assigned to:	Principals
Target Completion Date:	09/01/2015
Frequency:	four times a year
Comments:	
Task Completed:	09/01/2015
4. Mountain View School District will partner with the Northcentral Arkansas Education Service Cooperative, ADE, College Board, and other sources to provide quality professional development and training opportunities for employees.	
Assigned to:	Rowdy Ross
Target Completion Date:	09/01/2015
Frequency:	monthly
Comments:	
Task Completed:	09/01/2015
5. Principals will require staff members to provide documentation of all professional development hours.	

		Assigned to:	Principals
		Target Completion Date:	09/01/2015
		Frequency:	monthly
		Comments:	
		Task Completed:	09/01/2015
Implement	Percent Task Complete:		5 of 5 (100%)
	Objective Met (initial):		12/18/2015
	Experience:		12/18/2015 This experience caused us to reflect on our current procedures and discuss the effectiveness of said procedures.
	Sustain:		12/18/2015 This is an ongoing process that will require the District to continue current procedures and continue membership in various organizations.
	Evidence:		12/18/2015 The District is a member of Arkansas Association of Educational Administrators and uses the Arkansas Education Jobs website. The District is a testing site for the ETS Parapro Assessment. The District provides quality professional development through College Board, ADE, and the Northcentral Arkansas Education Service Cooperative.

Indicator	IA15 - The district allows school leaders reasonable autonomy to do things differently in order to succeed.(15)(AllDistricts)		
Status	Objective Met 2/9/2016		
	Level of Development:		Initial: Limited Development 10/15/2015
			Objective Met - 02/09/2016
	Index:	9	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	3	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:		LIMITED DEVELOPMENT/PLANNING STAGE
Plan	Assigned to:		Rowdy Ross
	Added:		11/17/2015
	How it will look when fully met:		Principals will be given reasonable autonomy over the hiring and evaluation of their building staff members, professional development, building level budgets, and daily operational schedules. Building level budgets, professional development forms, and operational schedules will be submitted to the Central Office. Principals will discuss the results of potential employee interviews with the Superintendent.
	Target Date:		12/01/2015
	Tasks:		
	1. Principals will conduct interviews and check references for potential hires.		
	Assigned to:		Principals
	Target Completion Date:		08/17/2015

		Frequency:	four times a year
		Comments:	
		Task Completed:	08/17/2015
	2. Principals will recommend new hires for their buildings to the Superintendent for consideration.		
		Assigned to:	Principals
		Target Completion Date:	08/17/2015
		Frequency:	four times a year
		Comments:	
		Task Completed:	08/17/2015
	3. Principals will approve/disapprove all building level expenditures and submit required documentation to the Central Office for final approval.		
		Assigned to:	Principals
		Target Completion Date:	08/17/2015
		Frequency:	weekly
		Comments:	
		Task Completed:	08/17/2015
	4. Principals will organize building level professional development that meets the needs of their staff and students.		
		Assigned to:	Principals
		Target Completion Date:	12/01/2015
		Frequency:	monthly
		Comments:	
		Task Completed:	12/01/2015
	5. Principals will be given reasonable independence to plan and organize building level operations such as scheduling, tutoring, academic reporting to parents, student activities, AIP/RTI practices, etc.		
		Assigned to:	Principals
		Target Completion Date:	12/01/2015
		Frequency:	daily
		Comments:	
		Task Completed:	12/01/2015
Implement	Percent Task Complete:		5 of 5 (100%)
	Objective Met (initial):		02/09/2016
	Experience:		2/9/2016 While pursuing this Objective it became evident that some practices were consistent across all buildings as required/needed. However, it soon became obvious that the uniqueness of the various campuses gives rise to the need for reasonable autonomy for the building level administrators.
	Sustain:		2/9/2016 Principals will continue with the operations that are in place. They will need to monitor the various activities and adjust practices as needed.

Evidence:	2/9/2016 Principals document interviews, reference checks, expenditures, academic reporting, AIP/RTI practices, scheduling, etc. Documentation is maintained at the building level and at the Central Office when applicable.
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District Context and Support for School Improvement

Taking the change process into account

Indicator	IB01 - The district operates with district-level and school-level improvement teams.(16)	
Status	Full Implementation	
Level of Development:	Initial: Full Implementation 08/14/2015	
Evidence:	xxxx	
Added:		

Indicator	IB13 - The district monitors progress of the extended learning time programs and other strategies related to school improvement.(4542)(AllDistricts)		
Status	Objective Met 1/27/2016		
Level of Development:	Initial: Limited Development 08/14/2015		
	Objective Met - 01/27/2016		
Index:	6	(Priority Score x Opportunity Score)	
Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)	
Opportunity Score:	2	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)	
Describe current level of development:	LIMITED DEVELOPMENT/PLANNING STAGE		
Plan	Assigned to: Rowdy Ross		
	Added: 08/14/2015		
How it will look when fully met:	<p>District wide after school tutoring will be available on each campus for all grades and subject areas. In addition a summer school program will be made available for credit recovery.</p> <p>The submission of monthly documentation of student participants in the after school tutoring programs will be required. A contract with an ADE approved credit recovery provider and classroom proctor(s) will be in place.</p>		
Target Date:	09/17/2015		
	Tasks:		

		1. Each school principal will organize after school tutoring programs that best meet the needs of their students. Efforts will be made to recruit at-risk students for participation. Target groups will be identified using teacher and parent recommendations, test scores, attendance data, and self-enrollment. Administrators, teachers, and staff will inform students and parents of tutoring opportunities through school announcements, parent teacher conferences, flyers, and direct contact via telephone, etc. Principals will submit documentation monthly to Mr. Seay that includes the names of students served, tutors providing instruction, dates, times, locations, and subjects taught.
	Assigned to:	Rowdy Ross
	Target Completion Date:	09/17/2015
	Frequency:	monthly
	Comments:	This has been successfully established and is an ongoing event.
	Task Completed:	09/17/2015
		2. Mountain View School District will contract with an ADE approved credit recovery provider to implement a summer school program. An effort will be made to actively recruit students through school announcements and with direct contact of parents and students. Local proctor(s) will be hired to monitor the program. Proctor(s) will provide Mr. Seay, principals, and school counselors with the names of participating students. The credit recovery provider will provide documentation of credits recovered and grades earned.
	Assigned to:	Rowdy Ross
	Target Completion Date:	06/01/2016
	Comments:	A summer school provider has been selected. The program is ready to start when the 2015-2016 school year has been completed. Everything is in place to successfully implement the program.
	Task Completed:	01/27/2016
Implement	Percent Task Complete:	2 of 2 (100%)
	Objective Met (initial):	01/27/2016
	Experience:	1/27/2016 The development of a quality summer school program for high school credit recovery will provide the students with a much needed opportunity. The tutoring programs are already showing success.
	Sustain:	1/27/2016 Each principal will need to continue to monitor tutoring programs. Students will need to be encouraged to enroll in summer school as needed when final grades/credits are determined.
	Evidence:	1/27/2016 Tutoring is available on all campuses. A summer school provider has been selected and everything is in place.

District Context and Support for School Improvement

Clarifying district-school expectations

Indicator	IC02 - The district designates a central office contact person for the school, and that person maintains close communication with the school and an interest in its progress. (29)(AllDistricts)	
Status	Objective Met 1/27/2016	
	Level of Development:	Initial: Limited Development 10/15/2015
		Objective Met - 01/27/2016

	Index:	9	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	3	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	LIMITED DEVELOPMENT/PLANNING STAGE	
Plan	Assigned to:	Rowdy Ross	
	Added:	11/12/2015	
	How it will look when fully met:	The Superintendent stays in close contact with each school to ensure ongoing progress.	
	Target Date:	10/01/2015	
	Tasks:		
	1. The Superintendent will monitor the ADE Commissioner's Memos and forward memos to the appropriate district employees.		
	Assigned to:	Rowdy Ross	
	Target Completion Date:	10/01/2015	
	Frequency:	daily	
	Comments:	This has been established and is ongoing.	
	Task Completed:	10/01/2015	
	2. The Superintendent will hold monthly meetings with principals, assistant principals, and various other Leadership Team members.		
	Assigned to:	Rowdy Ross	
	Target Completion Date:	09/01/2015	
	Frequency:	monthly	
	Comments:	This has been established and is ongoing.	
	Task Completed:	09/01/2015	
	3. The Superintendent will ensure funding is available for administrators to attend Instructional Leaders meetings provided by the educational cooperative.		
	Assigned to:	Rowdy Ross	
	Target Completion Date:	09/01/2015	
	Frequency:	monthly	
	Comments:	This has been established and is ongoing.	
	Task Completed:	09/01/2015	
	4. The Superintendent or his liaison will make onsite visits to each campus weekly.		
	Assigned to:	Rowdy Ross	
	Target Completion Date:	09/01/2015	
	Frequency:	weekly	
	Comments:	This has been established and is ongoing.	
	Task Completed:	09/01/2015	
Implement	Percent Task Complete:	4 of 4 (100%)	

Objective Met (initial):	01/27/2016
Experience:	1/27/2016 Pursuing the successful implementation of this objective has improved communication between the central office and each campus.
Sustain:	1/27/2016 The tasks in this objective have been established and will need to be continued.
Evidence:	1/27/2016 Monthly meetings are held and sign in sheets, etc. are available. Campus visits are ongoing weekly; memos are being forwarded using the school's email system; administrators are attending Instructional Leaders meetings at our local Coop.

Indicator	IC05 - The district provides a cohesive district curriculum guide aligned with state standards or otherwise places curricular expectation on the school.(32)(AllDistricts)		
Status	Objective Met 1/29/2016		
	Level of Development:	Initial : Limited Development 10/15/2015	
		Objective Met - 01/29/2016	
	Index:	9	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	3	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	limited development/planning stage	
Plan	Assigned to:	Paula Gammill	
	Added:	10/15/2015	
	How it will look when fully met:	<p>The district website has a link to the ADE curriculum guides. In addition the district curriculum coordinator develops curriculum checklist planning/pacing guides based on the ADE Curriculum Frameworks for classroom teachers to use as documentation for teaching the required standards. Teachers will submit their checklists and lesson plans to their building principals weekly.</p> <p>The submission of weekly lesson plans and check lists/pacing guides along with frequent classroom visitations by the building principals will be used to monitor the implementation of the mandated curriculum across the district.</p>	
	Target Date:	11/02/2015	
	Tasks:		
	1. The district curriculum coordinator will place weekly checklists/pacing guides on the district website. A link to the ADE Curriculum Frameworks documents will also be provided		
	Assigned to:	Paula Gammill	
	Target Completion Date:	09/01/2015	
	Frequency:	once a year	
	Comments:	Monitor the ADE website for curriculum updates.	
	Task Completed:	09/01/2015	

	2. Teachers will print and use their curriculum guides/weekly checklists/pacing guides to develop lesson plans.
	Assigned to: Teachers
	Target Completion Date: 09/01/2015
	Frequency: weekly
	Comments:
	Task Completed: 09/01/2015
	3. Building principals will closely monitor the curriculum for alignment with the ADE and district guides. Principals will visit classrooms frequently with both informal and formal observations. Principals will analyze lesson plans, curriculum checklists, and classroom assignments/tests/projects, etc. to ensure the intended curriculum is being taught.
	Assigned to: Principals
	Target Completion Date: 09/01/2015
	Frequency: weekly
	Comments:
	Task Completed: 09/01/2015
Implement	Percent Task Complete: 3 of 3 (100%)
	Objective Met (initial): 01/29/2016
	Experience: 1/29/2016 The overall implementation of this objective has been positive. The process in place is working smoothly.
	Sustain: 1/29/2016 Curriculum guides and checklists will need to be updated as new material is provided by the ADE.
	Evidence: 1/29/2016 The district's website has curriculum checklists posted. Principals are monitoring classroom instruction. Weekly lesson plans and curriculum checklists are being collected.

School Leadership and Decision Making

Establishing a team structure with specific duties and time for instructional planning

Indicator	ID01 - A team structure is officially incorporated into the school governance policy.(36) (AllDistricts)		
Status	Objective Met 1/29/2016		
	Level of Development:	Initial: Limited Development 10/15/2015	
		Objective Met - 01/29/2016	
	Index:	6	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	2	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	LIMITED DEVELOPMENT/PLANNING STAGE	
Plan	Assigned to:	Rowdy Ross	
	Added:	11/12/2015	

	How it will look when fully met:	District and school level Leadership Teams will be organized. Leadership Teams will meet at least two times each month. The names and positions of team members, agendas, meeting minutes, and other information will be posted.
	Target Date:	12/01/2015
	Tasks:	
	1. Leadership Teams will be organized and meet regularly.	
	Assigned to:	Rowdy Ross
	Target Completion Date:	11/02/2015
	Frequency:	twice monthly
	Comments:	
	Task Completed:	11/02/2015
	2. Teams will access, create, and monitor objectives.	
	Assigned to:	Rowdy Ross
	Target Completion Date:	11/02/2015
	Frequency:	twice monthly
	Comments:	
	Task Completed:	11/02/2015
	3. Meeting agendas, minutes, outcomes, etc. will be recorded and posted.	
	Assigned to:	Rowdy Ross
	Target Completion Date:	12/01/2015
	Frequency:	twice monthly
	Comments:	
	Task Completed:	11/02/2015
	4. Professional development will be provided as needed.	
	Assigned to:	Rowdy Ross
	Target Completion Date:	10/01/2015
	Frequency:	monthly
	Comments:	
	Task Completed:	11/02/2015
	5. The district will provide time for teams to meet and conduct business.	
	Assigned to:	Rowdy Ross
	Target Completion Date:	10/01/2015
	Frequency:	twice monthly
	Comments:	
	Task Completed:	11/02/2015
Implement	Percent Task Complete:	5 of 5 (100%)
	Objective Met (initial):	01/29/2016

	Experience:	1/29/2016 While this has proven to be an overall positive experience, carving time out of busy schedules for meetings has proven to be challenging. Fortunately, our staff has been willing to be flexible. Meetings during prep periods, lunch times, and after hours have been necessary.
	Sustain:	1/29/2016 Leadership teams/committees will need to continue to meet to monitor and sustain implementation of indicators/objectives.
	Evidence:	1/29/2016 Agendas, minutes, and Indistar documentation is available to show implementation.