

# 2016-2017 Guthrie Common School District (GCSD) Improvement Plan

## GCSD Site-Based Decision Making Committee Membership

*Signatures attached below signify awareness of and approval of this plan by committee members.*

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# Statement of Philosophy

Guthrie CSD aspires to the holistic and optimum development of each student.

Processes and programs will be deployed with the intention of developing citizens which effectively manifest the community-chosen outcomes articulated in the Guthrie Graduate Profile (GGP):

- Learners/Problem Solvers/Critical Thinkers
- Effective Communicators
- Persons of Strong Character
- Productive and Valuable Team Members
- Compassionate and Responsible Citizens

These areas of development will be addressed through academic, co-curricular, extracurricular, and vocational programming.

## Comprehensive Needs Assessment (CNA)

During the planning process several data sets were accessed to inform the improvement planning process. These data include: TPRI results, Terra-Nova results, TAKS results, attendance data, the district AEIS Report, student/staff surveys, retention rates, failure reports, discipline records, transfer reports, and enrollment/demographic trend data.

## Analysis of Comprehensive Needs Assessment (CNA)

Upon review of the CNA, the SBDM Committee concluded the following:

Strengths of GCSD Programming	Areas in Need of Improvement in GCSD Programming
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<b>Goal 1: Optimize Learning</b>	<b>Goal 2: Safe &amp; Nurturing Learning Environment</b>	<b>Goal 3: Exemplary Stewardship</b>
<i>All Guthrie CSD students and staff will grow to their optimum potential within each dimension of the Guthrie Graduate Profile</i>	<i>GCSD will provide a learning environment that is physically and emotionally safe and that supports students with caring, nurturing</i>	<i>GCSD will exercise operational practices that are efficient and effective, making best use of the resources provided by</i>

<p><i>(GGP).</i></p> <p><b>Focus Areas:</b></p> <ul style="list-style-type: none"> <li>■ Meet needs of diverse learners</li> <li>■ Monitor performance results</li> <li>■ Student engagement</li> <li>■ Educate students along all dimensions of the Guthrie Graduate Profile</li> </ul> <p><b>Performance Measures:</b></p> <ul style="list-style-type: none"> <li>■ Graduation rates</li> <li>■ TELPAS</li> <li>■ Report cards</li> <li>■ District benchmarks and diagnostics</li> <li>■ STAAR/EOC</li> <li>■ ACT/PLAN/EXPLORE/SAT/PSAT</li> <li>■ Portfolios/Demonstrations</li> </ul> <p><b>Strategies:</b></p> <ul style="list-style-type: none"> <li>■ Raise the level of academic rigor in all disciplines</li> <li>■ Increase ELL services in inclusive setting</li> <li>■ Implement effective interventions for struggling students (NCLB)</li> </ul>	<p><i>professionals.</i></p> <p><b>Focus Areas:</b></p> <ul style="list-style-type: none"> <li>■ Improve communications between school and home</li> </ul> <p><b>Performance Measures:</b></p> <ul style="list-style-type: none"> <li>■ Staff and community surveys</li> <li>■ Comprehensive Needs Assessment</li> </ul> <p><b>Strategies:</b></p> <ul style="list-style-type: none"> <li>■ Intensify use of technology in school-home communications</li> <li>■ txConnect</li> </ul>	<p><i>stakeholders.</i></p> <p><b>Focus Areas:</b></p> <ul style="list-style-type: none"> <li>■ Deploy continuous improvement processes</li> <li>■ Build leadership capacity in both staff and students</li> </ul> <p><b>Performance Measures:</b></p> <ul style="list-style-type: none"> <li>■ Internal and external customer satisfaction surveys and feedback portals</li> </ul> <p><b>Strategies:</b></p> <ul style="list-style-type: none"> <li>■ Model practices/strategies to build a communities of learning</li> </ul>
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2016-16

Campus: Guthrie CSD

	<p><b>Goal 1: Optimize Learning</b></p>			
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	<b>Process Management – Specific Action Steps and Time Lines for Each Change Strategy</b>	<b>Start - Finish Dates</b>	<b>Responsibility</b>	<b>Resources Costs/Services</b>
1	Enhance writing instruction to elementary students by designating dedicated time to that process four days weekly.	August, 2016 – May, 2017	Faculty	Time
2	Continue implementation of 1-to-1 availability of technology devices to all students in grades Pre-K through 12.	May-August, 2016	Administration; Technology Director	Grant monies; Budget monies
3	Administer Benchmarks to ensure appropriate scope, sequence, and cognitive levels of instruction and assessment in each 3-11 grade classroom.	December, 2016	Principals; Leadership Team; Faculty	Time; Staff development
4	Engage in observations of instructional practices (“learning walks”) in neighboring districts by instructional staff.	October, 2016 – February, 2017	Faculty; Administrators	Time; Substitutes
5	Develop and administer staff development focused on engaged and rigorous learning models, and the GGP	June, 2016 – May, 2017	Principals, Teacher Support Team	Time; Collective intelligence; Staff development
6	Deploy an Embedded Staff Development model by which teachers observe, dialogue, and collaborate with other teachers toward raising the level of instructional best practices.	August, 2016 – May, 2017	Administrators; Faculty	Time; Staff development
7	Provide and support advanced courses for high school students via online delivery.	August, 2016 – May, 2017	Counselor; Administrators	Time; Facilities
8	Enhance higher order thinking in students through deployment of multi-media projects and project-based lessons that are integrated with core subject area and aligned to GGP dimensions	August, 2016 – May, 2017	Faculty	Hardware; Software
9	Provide inclusion-type support to English Language Learner (ELL) students for increased individualized assistance in English acquisition and learning acceleration in core areas.	August, 2016	Principal; ELL Faculty & Instructional Staff	Time; Staff development
10	Use Accelerated Reader as an enhancement to the regular instructional program.	August, 2016 – May, 2017	Elementary Faculty	Time
11	Enrollment in PSAT for all 10 <sup>th</sup> and 11 <sup>th</sup> graders to provide college readiness assessment.	October, 2016	Counselor	Budget monies
12	Provide targeted counseling and intensive academic support for At-Risk students. Specifically, additional tutoring during the instructional day will be provided.	August, 2016 – May, 2017	Counselor	State compensatory education funds
13	Deploy transition services to aid high school students in preparation for higher education.	August, 2016 – May, 2017	Counselor	Time
14	Continue and enhance the dyslexia program, to identify and best serve dyslexic students at appropriate age levels.	August, 2016 – May, 2017	Dyslexia Faculty	Staff development
15	Provide professional development for differentiation and for meeting needs of special learners such as those in special education, ELL, dyslexic, At-Risk, G/T, and 504 programs.	August, 2016 – May, 2017	Administrators; Faculty	Time; ARRA funds; Staff development
16	Continue deployment of a long-term plan for technology integration.	August, 2016 – May, 2017	Faculty; Administrators	Time
17	Provide professional development directed at seamlessly enhancing the integration of technology into the regular instructional format.	August, 2016 – May, 2017	Administrators; Technology Director	Staff development

18	Support students who are parents with reimbursement for some costs of daycare to ensure progress toward graduation.	August, 2016 – May, 2017	Board	State compensatory education funds
19	Deploy high-yield instructional strategies at all grade levels to ensure optimal learning by ALL students.	August, 2016 – May, 2017	Faculty	Time; Instructional materials; Staff development
20	Continue substantive and enthusiastic participation in the Texas High Performing Schools Consortium.	August, 2016 - May, 2017	All stakeholders	Time; Professional development
21	Continue to “grow” the Guthrie Virtual School (GVS).	June, 2016-May, 2017	Administration, Board	Budget monies
22	Administer Terra-Nova to students in grades K-2 as achievement tests for diagnostics.	Fall 2016	Counselor	Purchase costs
23	Administer the EXPLORE (8 <sup>th</sup> graders) and PLAN (10 <sup>th</sup> graders) exams to students for predictive and diagnostic use.	Fall 2016	Counselor	Purchase costs (shared by state)
24	Provide an array of vocational and technical education options for students to enhance employability.	August, 2016 – May, 2017	Board, Administration	Funds for staffing and for materials
25	Encourage students to take courses in the Texas Virtual School Network (TxVSN)	May, 2016 – September, 2017	Principal, Counselor	Staffing for facilitation
26	Apply for available grants to further create and deploy project-based learning models which are aligned to GGP.	June, 2016 - May, 2017	Administration, Teachers	Time
27	Conduct inter-district professional development in order to trade and disseminate best instructional practices, especially with regard to technology integration.	June, 2016 – December, 2016	Administration, Teacher Leaders	Time
28	Look for available grants to advance quality learning in elementary science, school greenhouse, and to provide more “clean” food in the school cafeteria.	June, 2016-May, 2017	Administration, Teachers, Parents, Community	Time: Budgeted funds: Grant funds
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	<b>Goal 2: Safe &amp; Nurturing Learning Environments</b>			
	<b>Process Management – Specific Action Steps and Time Lines for Each Change Strategy</b>	<b>Start - Finish Dates</b>	<b>Responsibility</b>	<b>Resources Costs/Services</b>
1	Improve communications with parents by promoting the parental view portal (txConnect) to allow for monitoring of grades and	August, 2016 – May, 2017	Administrators; Faculty	Technology support

	attendance.			
2	Continue improvement and use of the district web site for enhanced school-to-home communications.	August, 2016	Administrators; Faculty	Time; Web space
3	Meet as administrators and counselors regularly to review student performance data and plan for intervention for struggling students.	August, 2016 – May, 2017	Principal; Counselor	Time
4	Engage secondary students in on-site experiences at college campuses to ease the transition from high school to higher education.	January, 2016 – May, 2017	Counselor; Principal	Time; Transportation
5	Provide students with instruction/information addressing student health needs i.e. HIV/AIDS, teen pregnancy, drugs, alcohol, violence prevention, Internet safety, and safe dating strategies.	August, 2016 – May, 2017	Nurse	Time
6	Engage students in meaningful Internet safety training, embedded in the regular instructional formatting.	September, 2016 – May, 2017	Technology Director	Time; Staff development
7	Review and revise discipline management plan, as embedded in the Code of Conduct and communicated through the Student Handbook.	April, 2016 – June, 2017	Principal; Site-Based Decision Making Committee	Time
8	Provide free breakfast and lunch to all students on instructional days.	August, 2016 – May, 2017	Board	Budget monies
9	Engage in parental education sessions to promote parent understanding and collaboration in the appropriate use of instructional technology.	October, 2016 -November, 2017	Administration, Technology Director	Time
10	Conduct an Open House to strengthen the partnership between parents and the school.	October or November, 2016	Administrators	Time
11	Continue to invite professionals from other schools to GCSD to observe instruction and provide feedback.	September 2016-March 2017	Administrators	Time
12	Continue to seek out external opportunities for GCSD students to demonstrate/share their learning with those outside Guthrie.	June 2016-May 2017	Administrators	Time
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<b>Goal 3: Good Stewardship</b>				
	<b>Process Management – Specific Action Steps and Time Lines for Each Change Strategy</b>	<b>Start - Finish Dates</b>	<b>Responsibility</b>	<b>Resources Costs/Services</b>
1	Conduct Comprehensive Needs Assessment and Community Engagement Survey to discern levels of operational efficiency and opportunities for improvement.	March-April, 2017	Site-Based Decision Making Committee; Faculty;Community	Time

2	Engage in frequent classroom walkthroughs and feedback from instructional leaders.	August, 2016 – May, 2017	Administrators	Time
3	Engage in monthly budget monitoring as a business team to provide tighter process controls. Funds to be monitored are budgeted local funds, student activity accounts, and state and federally awarded grants.	August, 2016 – May, 2017	Superintendent; Business Manager	Time; Technology support
4	Ensure that all faculty are highly qualified for the field(s) in which they are teaching.	June, 2016 – August, 2017	Administration	Time; Professional development funds
5	Continue as a provider district in the Texas Virtual School Network (TxVSN) to provide quality instruction to students throughout Texas.	June, 2016 – May, 2017	Administration; Online teaching faculty	Time; Extra duty stipends
6	Continue development of a quality Administrative Procedures Manual (APM) for fiscal management, to ensure fiscal integrity and stewardship.	June, 2016	Administration	Time
7	Engage in purposeful and frequent processes of continuous improvement in order to optimize efficiency and effectiveness.	August, 2016 – May, 2017	Board; Administration; Faculty; Staff	Time
8	Absorb losses of professional and maintenance/custodial staff in response to declining state funding levels	June, 2016 - May, 2017	Superintendent; Business Manager	Time