

SCHOOL DISTRICT OF WAUZEKA-STEUBEN
CONTINUOUS SCHOOL IMPROVEMENT COMMITTEE

1. Rationale

The mission of the School District of Wauzeka-Steuben is to provide a comprehensive education with measurable goals and high expectations that inspire all our students to excel.

Working together, students, teachers, parent(s)/legal guardian(s), school, and community provide the experience that enables students to become effective adults who are assets to their families, communities, and world.

Helping our students achieve this is the focus of all we do. Consistent and continuous effort by the Board of Education, Administration, teachers, and support staff assures that the District will establish and maintain an educational plan in which this mission is attained.

In continuing the initiatives and programs of the District and supporting improvement, a Continuous School Improvement Committee (hereafter known as Committee) has been established. This committee will respond to ongoing support and directives of the Department of Public Instruction and federal agencies and proactively participate in the considerations of these and other outside organizations as they pertain to the needs of our school and community. The Committee will work in conjunction and with the District, in participating in the decisions and implementation of proposals for improvement, including fiscal considerations, keeping in mind the District's responsibility to students, parent(s)/legal guardian(s), and the community as stakeholders and taxpayers.

2. Goals

The District aspires to provide the greatest educational experience possible for every student in the District. The Board of Education believes that establishing and maintaining an improvement process is strengthened if representatives of stakeholder groups help in decision-making. Such involvement increases satisfaction and greater commitment to the identified annual goals for improving areas of weakness and maintaining areas of strength. The Committee will advance the annual goals as set by the Board.

3. Broad Areas of Improvement

As reflected in the Mission of inspiring passion and achievement in all learners, and supporting the philosophy, programs, and goals of the District, broad areas of improvement will be related to student outcomes in all aspects of education including cognitive, affective, and psychomotor learning. The foremost areas of improvement will focus on the improvement of curriculum, student evaluation, instruction, planning, staff development, and school climate, as they relate to student achievement and student needs as life-long learners and critical thinkers.

In addition, attitudes toward and participation by parents/legal guardians and others in the District educative processes, Administrative leadership, staff development, morale, and job satisfaction are included as broad areas of improvement. Other aspects to be considered include the quality of school facilities and equipment, the use of technology in the classroom, scheduling of students, and conditions affecting health and safety of students and staff.

1. Continuous School Improvement Committee Membership

It is recommended the Committee consist of the following:

- a. District Administrator
- b. District Principal
- c. School Counselor
- d. Reading Specialist
- e. 1 School Board member
- f. 2-3 Teachers preferably with representation from Elem., MS/HS, Related Arts, and Special Ed.
- g. 1 Support Staff Member
- h. 2-3 Community Members preferably with representation from businesses and civic clubs of Wauzeka and Steuben
- i. 1-2 Students

Members of the teaching staff, support staff, Board, and Continuous Student Improvement Committee may select their own representatives. Community members may be nominated for membership as a result of discussion from within the Committee.

The Committee is chaired by a member for a one (1) year term. Elections for the position and a secretary position, also a one (1) year term for the subsequent year, are held by nomination and simple majority vote at the final meeting of the fiscal year. The chairperson and secretary will be selected from representatives of the teaching/support staff and community. Responsibilities of the chair are to be met with the assistance and support of the Secretary, District Administrator, and Principal, and are as follows:

- a. scheduling meetings and planning agendas
- b. coordinating and facilitating Committee activities
- c. preparing reports
- d. presiding over meetings
- e. communicating minutes
- f. publicity (including making public presentations)
- g. carrying out other duties as necessary

The Chair is responsible for maintaining meeting minutes, providing communications, and carrying out other duties as necessary.

2. District Leadership

The District Administrator has overall responsibility for District improvement activities. Working with the Committee, the Administrator submits the District Annual Improvement Plan to the Board. The Principal is responsible for facilitating the Improvement Plan for the ensuing school year.

3. Annual Assessment Process

Annually each spring, the District Assessment Coordinator (DAC) and Principal will coordinate the collection of student achievement data for the purpose of conducting the Annual Needs Assessment.

The results are shared with the Committee to help in identifying areas of needed improvement that are unique to the District.

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4. District Support

The District provides monetary support for improvement projects. Monetary support is included in the District's annual spring/summer budgeting process. The Administrator, Principal, and members of the Committee will monitor and assess budget needs.

5. District Annual Improvement Plan

Each year, the Committee will develop and implement an annual plan for improvement. Over the course of the year, the Committee will address the following:

- The collection of ideas for improvement from District-wide programs and committees (including, but not limited to: Response to Intervention (RtI), Human Growth and Development, Wellness Committee, Positive Behavioral Interventions and Supports (PBIS), etc.)
- The formulation of an action plan for the school year is based on the prioritization of the ideas for improvement. This plan shall be published to the Committee, Administration, Staff, and the Board (by the end of the first semester of the school year).
- The review of the action plan – assessing progress made and making any adjustments, revisions, or accommodations to assist in meeting the objectives of the plan.
- A final assessment of the action plan – assessing and evaluating results and provide planning for District improvement programming for the upcoming school year.

6. Improvement Plan Format

The District Improvement Plan utilizes the following format:

- a. Statement of Need: Description of need not being met
- b. Description of Program: Description of what is needed to satisfy the need identified.
- c. Program Goals: Listing of goals for the program and how they correlate to the current District goals identified by the Committee.
- d. Anticipated Outcomes: Description of the expected outcomes as a result of the intervention.
- e. Leadership: Identification of those responsible for planning, coordinating, and evaluating the program.
- f. Time Schedule: Identification of a timeline for implementation and follow-up.
- g. Financial Need: Identification of approximate cost for implementation and maintaining the effort.
- h. Evaluation: Description of the methods to be used to monitor, assess, and determine if program goals have been achieved.

A report is made annually in July of the status of the ECH-12 school improvement process to the Board.

Adoption Date: 9/15/2008

Date Revised: 12/15/2014

Date Reviewed: 3/17/2014