



Comprehensive District Improvement Plan

Southgate Independent School District

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Southgate, KY 41071

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Introduction

The process of Improvement Planning in Kentucky is used as the means of determining how schools and districts will plan to ensure that students reach proficiency and beyond by 2014. The process focuses school and district improvement efforts on student needs by bringing together all stakeholders to plan for improvement, by focusing planning efforts on priority needs and closing achievement gaps between subgroups of students, by building upon school and district capacity for high quality planning, and by making connections between the funds that flow into the district and the priority needs in schools. Your district's plans for improvement must be based on careful and honest analysis of data, address all content areas, and clearly address gaps in student achievement.

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Executive Summary

Introduction

Every school system has its own story to tell. The context in which teaching and learning takes place influences the processes and procedures by which the school system makes decisions around curriculum, instruction, and assessment. The context also impacts the way a school system stays faithful to its vision. Many factors contribute to the overall narrative such as an identification of stakeholders, a description of stakeholder engagement, the trends and issues affecting the school system, and the kinds of programs and services that a school system implements to support student learning.

The purpose of the Executive Summary (ES) is to provide a school system with an opportunity to describe in narrative form the strengths and challenges it encounters. By doing so, the public and members of the community will have a more complete picture of how the school system perceives itself and the process of self-reflection for continuous improvement. This summary is structured for the school system to reflect on how it provides teaching and learning on a day to day basis.

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Description of the School System

Describe the school system's size, community/communities, location, and changes it has experienced in the last three years. Include demographic information about the students, staff, and community at large. What unique features and challenges are associated with the community/communities the school system serves?

The Southgate Independent School District is located in Northern Kentucky and is part of Campbell County. We are a small community based district that serves our community and provides education to 200 students in grades Preschool through Eight. Our district has grown over the last three years and our population has diversified. This has presented both unique challenges as well as opportunities for continued growth.

System's Purpose

Provide the school system's purpose statement and ancillary content such as mission, vision, values, and/or beliefs. Describe how the school system embodies its purpose through its program offerings and expectations for students.

The mission of the Southgate Independent School District is to serve our community by fostering positive relationships with stakeholders and providing a secure environment in which all students will become academically proficient and successful citizens. We obtain this by adhering to our Vision of: "Pursuing Academic Excellence and Developing Strong Character for Every Student!Every Day."

Students at Southgate are known to every staff member and are held to high standards and expectations for academic achievement and character development. Programs are in place that allow students the opportunity to engage in sports, music, art, physical fitness and other extracurricular activities. The community of Southgate is very supportive of the district and provides excellent opportunities for students to participate in community events and utilize community resources.

Notable Achievements and Areas of Improvement

Describe the school system's notable achievements and areas of improvement in the last three years. Additionally, describe areas for improvement that the school system is striving to achieve in the next three years.

Southgate has excelled in providing a well-rounded education and opportunities to all of our students. Due to our small size all students that want to participate in sports and extra-curricular activities are able to. Additionally, Southgate has handled a 30 percent increase in student population by overseeing the construction of a state of the art middle school wing to the existing building complete with science labs, green energy ideas and technology.

We continue to strive for improvement in preparing all of our students for career and college readiness and providing a state of the art academic experience.

Additional Information

Provide any additional information you would like to share with the public and community that were not prompted in the previous sections.

The Southgate Independent School District is unique in the age of larger and larger school districts. Southgate is able to not only able provide an education to our students, but also ensure each student is advancing socially and emotionally as well. This is in large part due to the individual relationships our staff is able to build with the community and student body. Every student also gains access to extracurricular activities and sports that may not be available to them in a larger district.

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KDE Needs Assessment

Introduction

The purpose of the School District (system) Needs Assessment is to use data and information to prioritize allocation of resources and activities.

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Data Analysis

What question(s) are you trying to answer with the data and information provided to you? What does the data/information tell you?

What does the data/information not tell you?

The data raises questions relating to our Elementary Program along with our overall effectiveness of teaching Math. To a lesser extent it raises questions in the areas of Reading and Writing Effectiveness.

The data informs us that our students are not grasping the Math concepts being taught. It also informs us that we have too large of a percentage of students scoring novice in Reading and Writing.

The data also informs us that we are seeing success in Social Studies and Science Content areas.

The data does not present a clear distinction as to why the Elementary Program as well as Math at all levels is not delivering the results expected for student achievement.

Areas of Strengths

What were the areas of strength you noted? What actions are you implementing to sustain the areas of strength? What is there cause to celebrate?

Areas of strength noted include Science and Social Studies. We are continuing to build on this success by introducing more specific literacy practices to each of these content areas. These content areas provide reason to celebrate and to take strategies from to utilize in other content areas.

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Opportunities for Improvement

What were areas in need of improvement? What plans are you making to improve the areas of need?

Math is a major area in need of improvement. We have taken steps to further deconstruct and align the curriculum to the standards. Additionally, professional development and meeting with our KDE Content Network Specialist have been implemented.

Additional professional development has been implemented to address reading and writing with a focus on teaching and emphasizing literacy in all content areas and grade levels.

We have also taken steps to adjust our RTI and ESS Program to meet the needs of our learners.

Additionally, with in influx of student population and a change in demographics we need to promote the positive Southgate School Culture.

Oversight and Monitoring

Describe your processes and interventions for monitoring continuous improvement.

Work done in professional development and included in our CDIP will be regularly monitored by administration and SBDM Council. Students not learning are assessed and progress monitored on a regular basis by using MAP and Aimsweb.

Additionally, teachers have stepped up the use of formative instruction and differentiated strategies.

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Conclusion

Reflect on your answers provided in the previous sections. What are your next steps in addressing areas of concern?

Prioritize the following steps:

- 1) Professional Development and meetings with KDE Content Specialist to ensure proper implementation of the Common Core and Best Practices.
- 2) Re-assess curriculum, especially Math, and make sure instruction is vertically aligned to the standards.
- 3) Promote Literacy in all content areas and grade levels...with an emphasis on Reading and Writing in the early Primary grades.
- 4) Place a greater emphasis on formative assessment and adjusting instruction based on the results.
- 5) Develop comprehensive unit pacing guides...formative assessments and summative assessments aligned to the unit standards and Common Core.
- 6) Adjust RTI and ESS to better meet the individual needs of our student population.
- 7) Adjust School Schedule to provide non-compromising focus on instruction.
- 8) Evaluate School Climate and promote a positive environment where success is celebrated along with goal-setting and student self-monitoring.

Improvement Plan Stakeholder Involvement

Improvement Planning Process

Improvement Planning Process

Describe the process used to engage a variety of stakeholders in the development of the institution's improvement plan. Include information on how stakeholders were selected and informed of their roles, and how meetings were scheduled to accommodate them.

Stakeholders included staff, parent members and community members. The entire school staff met several times to review data and identify needs. During our Back to School Open House we solicited feedback from parents and community members. SBDM Council along with its parent representatives reviewed the final document.

Describe the representations from stakeholder groups that participated in the development of the improvement plan and their responsibilities in this process.

Staff (both certified and classified) met to review data and determine needs assessment

Parents (reviewed data and CDIP outline)

Community Members (reviewed CDIP outline)

Explain how the final improvement plan was communicated to all stakeholders, and the method and frequency in which stakeholders receive information on its progress.

Stakeholders were given copies of the revised CDIP and it was posted on our school website as well. SBDM Council will regularly monitor its progress and communication will be given back based upon their input.

Southgate Independent School District CDIP 2012-13

Overview

Plan Name

Southgate Independent School District CDIP 2012-13

Plan Description

CDIP completed in January of 2013

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Goals Summary

The following is a summary of the goals encompassed in this plan. The details for each goal are available in the next section.

| # | Goal Name | Goal Details | Goal Type | Measurable Objective | Total Funding |
|---|---|---|----------------|---|---------------|
| 1 | Increase the averaged combined reading and math K-Prep scores in elementary and middle students from 44% to 72% n 2017 | Objectives: 1 Strategies: 5 Activities: 5 | Organizational | Collaborate to increase the averaged combined reading and math for Southgate Elementary from 30.3 to 37.3 and Southgate Middle from 33.3 to 40.0 by 05/30/2013 as measured by K-Prep. | \$2500 |
| 2 | Increase the number of students who are college and career ready from 34% to 68% by 2015 | Objectives: 1 Strategies: 2 Activities: 2 | Organizational | Collaborate to increase the percentage of students at Southgate Middle School from 50.9 to 55.9 by 10/01/2013 as measured by meeting Explore Benchmarks. | \$200 |
| 3 | Increase the average combined reading and math proficiency ratings for all students in the non-duplicated gap group from 33% in 2012 to 66.5% in 2017 | Objectives: 1 Strategies: 4 Activities: 4 | Organizational | Collaborate to increase the average combined reading and math proficiency ratings from 25 to 32.5 at Southgate Elementary and from 28.4 to 35.6 at Southgate Middle by 05/20/2013 as measured by combined math and reading proficiency for all students in the nonduplicated gap group. | \$220 |

Goal 1: Increase the averaged combined reading and math K-Prep scores in elementary and middle students from 44% to 72% n 2017

Measurable Objective 1:

Collaborate to increase the averaged combined reading and math for Southgate Elementary from 30.3 to 37.3 and Southgate Middle from 33.3 to 40.0 by 05/30/2013 as measured by K-Prep.

Strategy 1:

Math Initiative - Grades K-8 will re-evaluate how math instruction is taking place and focus on teaching the standards rather than following textbooks and specific programs.

There will also be an increase in formative assessments to check student mastery of each standard and instruction will be changed/adapted based on data received from formative assessments.

Jenny Ray...KDE Content Coach...will meet with each math teacher to evaluate current program and answer questions.

Research Cited: Standards based instruction...Formative Assessment is research based...Content Coach will review Best Practices

| Activity - KDE Math Consultant | Activity Type | Begin Date | End Date | Resource Assigned | Source Of Funding | Staff Responsible |
|---|-----------------------|------------|------------|-------------------|---------------------|-----------------------------|
| Math teachers will meet with KDE Math Consultatn (Jenny Ray) to ensure Best Practices in Math Instruction are in place. Schools: All Schools | Professional Learning | 01/17/2013 | 01/17/2013 | \$0 | No Funding Required | Principal and Math Teachers |

Strategy 2:

Emphasize Literacy across all contents and grade levels - Each grade level and content area will focus on Literacy (reading/writing/responding to text). KDE Literacy Coach (Ruthie Staley) will meet with staff regarding Literacy Best Practices and provide training in literacy, vocabulary and the three modes of writing.

Research Cited: Best Practices

| Activity - Literacy Initiative | Activity Type | Begin Date | End Date | Resource Assigned | Source Of Funding | Staff Responsible |
|--|-----------------------|------------|------------|-------------------|---------------------|--------------------------------|
| Meetings will take place with content area teachers and KDE Literacy Consultant. Follow up training will take place covering literacy, vocabulary and the three modes of writing Schools: All Schools | Professional Learning | 12/13/2012 | 02/28/2013 | \$0 | No Funding Required | Principal and Content Teachers |

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Strategy 3:

Revise School Schedule and ESS Program - The school schedule will be revised to emphasize a focus on instructional time with all non-essential disruptions to the instructional day to be minimized or removed. ESS will be revised to focus on the learning needs of individual students that are below grade level and proficiency in reading and math.

Research Cited: Research demonstrates a clear focus and high expectations are two of the most important indicators of school success

| Activity - Schedule and ESS Revision | Activity Type | Begin Date | End Date | Resource Assigned | Source Of Funding | Staff Responsible |
|--|--------------------------|------------|------------|-------------------|---------------------|-------------------|
| Revising the master schedule and ESS schedule to emphasize focus on instruction and meeting the needs of non-proficient students Schools: All Schools | Academic Support Program | 11/29/2012 | 05/30/2013 | \$0 | No Funding Required | All Staff |

Strategy 4:

Curriculum Alignment and Unit Development - Teachers will meet in content groups to vertically align curriculum...design units that include Standard, Learning targets, Summative Assessments (K-Prep like). Each unit will focus on vocabulary, literacy, student engagement and formative assessment

Research Cited: Research indicates clarity of standards through learning targets, formative assesment and instruction emphasizing literacy, vocabulary and student engagement are imperative to student success

| Activity - Unit Development | Activity Type | Begin Date | End Date | Resource Assigned | Source Of Funding | Staff Responsible |
|---|-----------------------|------------|------------|-------------------|-------------------|------------------------------------|
| Teachers will work in content groups to design curriculum units Schools: All Schools | Professional Learning | 06/03/2013 | 08/23/2013 | \$2000 | Title II Part A | Principal and all content teachers |

Strategy 5:

CIITS - Staff will be trained on CIITS and using its features

| Activity - CIITS | Activity Type | Begin Date | End Date | Resource Assigned | Source Of Funding | Staff Responsible |
|---|--------------------------|------------|------------|-------------------|-------------------|------------------------|
| Teachers will receive professional development on how to utilize key features of CIITS...lesson planning, assessment, student monitoring,etc... Schools: All Schools | Academic Support Program | 08/30/2013 | 05/30/2014 | \$500 | Title II Part A | Principal and Teachers |

Goal 2: Increase the number of students who are college and career ready from 34% to 68% by 2015

Measurable Objective 1:

Collaborate to increase the percentage of students at Southgate Middle School from 50.9 to 55.9 by 10/01/2013 as measured by meeting Explore Benchmarks.

Strategy 1:

Explore Practice Assessment - Increase the number of students in grades 5-7 taking the Explore Assessment prior to eighth grade

| Activity - Explore Assessment | Activity Type | Begin Date | End Date | Resource Assigned | Source Of Funding | Staff Responsible |
|---|--------------------------|------------|------------|-------------------|----------------------|--------------------------------------|
| Students in grades 5-7 will be given the opportunity to take the Explore assessment at least once prior to the eighth grade Schools: All Schools | Academic Support Program | 05/17/2013 | 05/17/2013 | \$200 | School Council Funds | Principal and Middle Grades Teachers |

Strategy 2:

Student Goal Setting and Preparation - As a result of reviewing the data from the Explore assessment students in grades 5-7 will begin to prepare for the assessment as an eight grade student by mastering the curriculum standards and setting goals for reaching the Benchmarks on Explore

| Activity - Explore Goal Setting and Prep | Activity Type | Begin Date | End Date | Resource Assigned | Source Of Funding | Staff Responsible |
|---|--------------------|------------|------------|-------------------|---------------------|--|
| Through mastering the curriculum standards and setting goals students will increase the percentage meeting Explore Benchmarks Schools: All Schools | Direct Instruction | 11/20/2012 | 09/20/2013 | \$0 | No Funding Required | Principal and Middle Grades Content Teachers |

Goal 3: Increase the average combined reading and math proficiency ratings for all students in the non-duplicated gap group from 33% in 2012 to 66.5% in 2017

Measurable Objective 1:

Collaborate to increase the average combined reading and math proficiency ratings from 25 to 32.5 at Southgate Elementary and from 28.4 to 35.6 at Southgate Middle by 05/20/2013 as measured by combined math and reading proficiency for all students in the nonduplicated gap group.

Strategy 1:

Positive School Climate - A focus will be placed on developing a positive school climate in which each stakeholder feels safe and welcomed. Stakeholders will be recognized for their achievements and success will be celebrated. Students will engage in regular goal-setting and self-monitoring on meeting goals.

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| Activity - Student of the Month | Activity Type | Begin Date | End Date | Resource Assigned | Source Of Funding | Staff Responsible |
|---|----------------------|------------|------------|-------------------|-------------------|----------------------------|
| Each month Southgate Students of the Month will receive a t-shirt promoting Southgate School in addition to Board of Education recognition. Schools: All Schools | Community Engagement | 01/10/2013 | 05/09/2013 | \$200 | Booster Fund | Principal and Lion's Pride |

Strategy 2:

School Climate Committee - a group made up of school faculty, parents and community members will be formed with the goal of improving and promoting a positive school culture at Southgate

| Activity - School Culture Committee | Activity Type | Begin Date | End Date | Resource Assigned | Source Of Funding | Staff Responsible |
|--|----------------------|------------|------------|-------------------|---------------------|----------------------------|
| Form a committee of stakeholders (staff, community, parents) to positively promote the Southgate School District Schools: All Schools | Community Engagement | 02/26/2013 | 05/28/2013 | \$0 | No Funding Required | Principal and SBDM Council |

Strategy 3:

Positive Office Referrals - Each month the principal will choose one student from a group that have received positive office referrals to be recognized at the monthly Board of Education meeting and to receive a Southgate t-shirt.

| Activity - Positive Office Referrals | Activity Type | Begin Date | End Date | Resource Assigned | Source Of Funding | Staff Responsible |
|---|----------------------------|------------|------------|-------------------|-------------------|----------------------------|
| Students will receive positive office referral cards when "caught being good" for recognition from the principal and a chance to enter a drawing for a Southgate School t-shirt and recognition by the Board of Education Schools: All Schools | Behavioral Support Program | 01/17/2013 | 05/09/2013 | \$20 | Booster Fund | Principal and Lion's Pride |

Strategy 4:

Analysis of student achievement by Gap Group - Staff members will review data on the school report card indicating how the gap groups of African American and Free/Reduced Lunch performed in each content area and grade level.

Data will be used to determine what type of modifications and intervention strategies may be needed to move these groups toward proficiency.

Attendance and Behavior data for students in these gap groups will be reviewed.

| Activity - Gap Group Test Analysis | Activity Type | Begin Date | End Date | Resource Assigned | Source Of Funding | Staff Responsible |
|------------------------------------|---------------|------------|----------|-------------------|-------------------|-------------------|
|------------------------------------|---------------|------------|----------|-------------------|-------------------|-------------------|

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|--|--------------------------|------------|------------|-----|---------------------|----------------------------|
| Review of gap group data to determine next steps | Academic Support Program | 01/29/2013 | 05/28/2013 | \$0 | No Funding Required | Principal and SBDM Council |
| Schools: All Schools | | | | | | |

Activity Summary by Funding Source

Below is a breakdown of your activities by funding source

No Funding Required

| Activity Name | Activity Description | Activity Type | Begin Date | End Date | Resource Assigned | Staff Responsible |
|-------------------------------|--|--------------------------|------------|------------|-------------------|--|
| Literacy Initiative | Meetings will take place with content area teachers and KDE Literacy Consultant. Follow up training will take place covering literacy, vocabulary and the three modes of writing | Professional Learning | 12/13/2012 | 02/28/2013 | \$0 | Principal and Content Teachers |
| Gap Group Test Analysis | Review of gap group data to determine next steps | Academic Support Program | 01/29/2013 | 05/28/2013 | \$0 | Principal and SBDM Council |
| Schedule and ESS Revision | Revising the master schedule and ESS schedule to emphasize focus on instruction and meeting the needs of non-proficient students | Academic Support Program | 11/29/2012 | 05/30/2013 | \$0 | All Staff |
| Explore Goal Setting and Prep | Through mastering the curriculum standards and setting goals students will increase the percentage meeting Explore Benchmarks | Direct Instruction | 11/20/2012 | 09/20/2013 | \$0 | Principal and Middle Grades Content Teachers |
| School Culture Committee | Form a committee of stakeholders (staff, community, parents) to positively promote the Southgate School District | Community Engagement | 02/26/2013 | 05/28/2013 | \$0 | Principal and SBDM Council |
| KDE Math Consultant | Math teachers will meet with KDE Math Consultatn (Jenny Ray) to ensure Best Practices in Math Instruction are in place. | Professional Learning | 01/17/2013 | 01/17/2013 | \$0 | Principal and Math Teachers |
| Total | | | | | \$0 | |

Title II Part A

| Activity Name | Activity Description | Activity Type | Begin Date | End Date | Resource Assigned | Staff Responsible |
|------------------|---|--------------------------|------------|------------|-------------------|------------------------------------|
| Unit Development | Teachers will work in content groups to design curriculum units | Professional Learning | 06/03/2013 | 08/23/2013 | \$2000 | Principal and all content teachers |
| CIITS | Teachers will receive professional development on how to utilize key features of CIITS...lesson planning, assessment, student monitoring,etc... | Academic Support Program | 08/30/2013 | 05/30/2014 | \$500 | Principal and Teachers |
| Total | | | | | \$2500 | |

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Booster Fund

| Activity Name | Activity Description | Activity Type | Begin Date | End Date | Resource Assigned | Staff Responsible |
|---------------------------|---|----------------------------|------------|------------|-------------------|----------------------------|
| Positive Office Referrals | Students will receive positive office referral cards when "caught being good" for recognition from the principal and a chance to enter a drawing for a Southgate School t-shirt and recognition by the Board of Education | Behavioral Support Program | 01/17/2013 | 05/09/2013 | \$20 | Principal and Lion's Pride |
| Student of the Month | Each month Southgate Students of the Month will receive a t-shirt promoting Southgate School in addition to Board of Education recognition. | Community Engagement | 01/10/2013 | 05/09/2013 | \$200 | Principal and Lion's Pride |
| Total | | | | | \$220 | |

School Council Funds

| Activity Name | Activity Description | Activity Type | Begin Date | End Date | Resource Assigned | Staff Responsible |
|--------------------|---|--------------------------|------------|------------|-------------------|--------------------------------------|
| Explore Assessment | Students in grades 5-7 will be given the opportunity to take the Explore assessment at least once prior to the eighth grade | Academic Support Program | 05/17/2013 | 05/17/2013 | \$200 | Principal and Middle Grades Teachers |
| Total | | | | | \$200 | |

Activity Summary by School

Below is a breakdown of activity by school.

All Schools

| Activity Name | Activity Description | Activity Type | Begin Date | End Date | Resource Assigned | Staff Responsible |
|-------------------------------|---|----------------------------|------------|------------|-------------------|--|
| KDE Math Consultant | Math teachers will meet with KDE Math Consultatn (Jenny Ray) to ensure Best Practices in Math Instruction are in place. | Professional Learning | 01/17/2013 | 01/17/2013 | \$0 | Principal and Math Teachers |
| Literacy Initiative | Meetings will take place with content area teachers and KDE Literacy Consultant. Follow up training will take place covering literacy, vocabulary and the three modes of writing | Professional Learning | 12/13/2012 | 02/28/2013 | \$0 | Principal and Content Teachers |
| Schedule and ESS Revision | Revising the master schedule and ESS schedule to emphasize focus on instruction and meeting the needs of non-proficient students | Academic Support Program | 11/29/2012 | 05/30/2013 | \$0 | All Staff |
| Unit Development | Teachers will work in content groups to design curriculum units | Professional Learning | 06/03/2013 | 08/23/2013 | \$2000 | Principal and all content teachers |
| CIITS | Teachers will receive professional development on how to utilize key features of CIITS...lesson planning, assessment, student monitoring,etc... | Academic Support Program | 08/30/2013 | 05/30/2014 | \$500 | Principal and Teachers |
| Explore Assessment | Students in grades 5-7 will be given the opportunity to take the Explore assessment at least once prior to the eighth grade | Academic Support Program | 05/17/2013 | 05/17/2013 | \$200 | Principal and Middle Grades Teachers |
| Explore Goal Setting and Prep | Through mastering the curriculum standards and setting goals students will increase the percentage meeting Explore Benchmarks | Direct Instruction | 11/20/2012 | 09/20/2013 | \$0 | Principal and Middle Grades Content Teachers |
| Student of the Month | Each month Southgate Students of the Month will recieve a t-shirt promoting Southgate School in additon to Board of Education recognition. | Community Engagement | 01/10/2013 | 05/09/2013 | \$200 | Principal and Lion's Pride |
| School Culture Committee | Form a committee of stakeholders (staff, community, parents) to positively promote the Southgate School District | Community Engagement | 02/26/2013 | 05/28/2013 | \$0 | Principal and SBDM Council |
| Positive Office Referrals | Students will receive positive office referral cards when "caught being good" for recognition from the principal and a chance to enter a drawing for a Southgate School t-shirt and recognition by the Board of Education | Behavioral Support Program | 01/17/2013 | 05/09/2013 | \$20 | Principal and Lion's Pride |

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| | | | | | | |
|-------------------------|--|--------------------------|------------|------------|--------|----------------------------|
| Gap Group Test Analysis | Review of gap group data to determine next steps | Academic Support Program | 01/29/2013 | 05/28/2013 | \$0 | Principal and SBDM Council |
| Total | | | | | \$2920 | |