



LONE JACK C6 SCHOOL DISTRICT

Governing Priority: Teaching and Learning
Governing Objective: Establish a plan to update curriculum, assessment, instructional practices, and resources to engage students and increase achievement.

MSIP 6 Supporting Documents
Academic Excellence

SMART Goal LJ1A	Specific	Measurable	Attainable	Relevant	Time-Bound
<p>The Superintendent will establish a District-wide assessment committee to review and update the written District Assessment Plan and Calendar.</p>	<p>The Superintendent will establish a District-wide, vertical team of administrators and teachers to form an assessment committee. The committee will help review the assessment calendar, vet local assessment tools (including common assessments), communicate student achievement results, and assist with professional development as needed.</p>	<p>A written plan will be regularly reviewed, updated, communicated, and implemented District-wide.</p>	<p>The administrators and educators skilled in assessment principles can vet an assessment plan and calendar, identified needs for training and support. Topic-specific and periodic training may be necessary.</p>	<p>The Every Student Succeeds Act (ESSA), the DESE Missouri School Improvement Program (MSIP), and Board Policy IL require an assessment plan be developed and implemented as a result of broad-based involvement of staff. Best practices indicate that assessment should be ongoing, systematic, and standards-based in order to inform instruction, allocate resources, and lead to improved student achievement.</p>	<p>April - May 2022 Create a District-wide assessment committee.</p> <p>April 2023 A written District Assessment Plan and Calendar will be written and presented to the school board for approval, with subsequent goals determined by the committee. Student achievement data will be included as pertinent and available.</p>
ACTION STEPS			RESPONSIBLE PARTIES		DATE COMPLETED
District Assessment Schedules will be created for all levels, Elem, MS and HS.			District-level administrators, testing coordinators and teacher collaboration		

Assessment Plans which include schedule, data review, goal setting & communication to stakeholders will be created for all levels, Elem, MS and HS.	District-level administrators, testing coordinators and teacher collaboration				
Once Assessment Plan is in place, creating annual district wide review of data team.	Administrative team				
Provide professional development to administrative & instructional staff on the collection, use and analyzing of data.	Administrative team				
High School will review & implement ACT support & Work Keys options	High School Administration & Guidance Office				
Governing Priority: Teaching and Learning Governing Objective: Establish a plan to update curriculum, assessment, instructional practices, and resources to engage students and increase achievement.					
MSIP Supporting Documents Professional Learning					
SMART Goal LJ1B	Specific	Measurable	Attainable	Relevant	Time-Bound
The Superintendent will establish a systematic plan whereby every curricular area will be regularly evaluated and updated, using student achievement data and current research as drivers for review.	A curriculum committee will establish a calendar for curriculum evaluation, review/revision, and materials adoption for all content areas from Early Childhood through 12th grade for review by the Superintendent and subsequent presentation to the school board.	A written calendar for curriculum evaluation, review/revision, and materials adoption will be produced and sequenced so that the process is completed prior to the fiscal year where funds are allocated for purchase of instructional materials.	The curriculum committee can establish a calendar for evaluation, review/revision, and adoption beginning with core content and then followed by all content areas.	Board Policy IF and best practices dictate regular review and updates of curriculum based upon the Missouri Learning Standards (MLS) and student achievement data.	March 2022 A curriculum evaluation, review and revision calendar shall be established and communicated. The calendar may begin with courses where the crosswalk to the standards are achieved, then sequenced accordingly. The calendar will be presented to the school board.
ACTION STEPS			RESPONSIBLE PARTIES		DATE COMPLETED
A District level Curriculum Team will include representation from all levels, Elem, MS & HS to create common form, review & vertical alignment.			K-12 Curriculum Design Team		

Building level Leadership Teams will create a review schedule for curriculum annually.	K-12 Leadership Teams	
A Curriculum Review & Approval Schedule will be created for Board of Education approval.	K-12 Curriculum Design Team & Board of Education	
Review policy & create procedures for approval and/or purchase of new curriculum resources following adoption of revised curriculum (i.e. textbooks, webbased resources or content specific applications.)	K-12 Curriculum Design Team, Building Administrators & building leadership teams	

Governing Priority: Teaching and Learning
Governing Objective: Establish a plan to update curriculum, assessment, instructional practices, and resources to engage students and increase achievement.

SMART Goal LJ1C	Specific	Measurable	Attainable	Relevant	Time-Bound
The Superintendent will devise a process to study and train educators on the Multi-Tiered Systems of Support (MTSS).	The Superintendent will establish a collaborative process to study and train educators on the MTSS framework with the goal of systematic and full implementation in order to determine how to phase in the practices of MTSS (universal screening, data teams, high-quality Tier 1 instruction, interventions, including behavior, etc.).	A written plan will be developed, communicated, and implemented district-wide following an established timeline that honors the urgency for students balanced with the appropriate rate of change for professionals.	The Superintendent has knowledge of and access to a range of resources to study and implement a MTSS framework, with consultants available as needed for training or technical assistance.	MTSS is an evidence-based model that uses data-based problem solving to integrate academic and behavioral instruction and intervention. The integrated instruction and intervention is delivered to students in varying intensities (multiple tiers) based upon student need, and as a framework to meet the needs of all students. Missouri DESE support MTSS and provides resources to assist schools with implementation.	2022 – 2025 School Years The Superintendent will establish a process and keep the school board updated on relevant data.

ACTION STEPS	RESPONSIBLE PARTIES	DATE COMPLETED
Administrators will complete training in MTSS.	District-level administrative team, CARE Team Coordinator & building leadership teams	
Ensure all levels, Elem, MS and HS have a trained and functioning Student Assistance Team (CARE).	Building Level administration & CARE Team Coordinators & building leadership teams.	
Administrators will plan & implement teacher professional development in MTSS.	District-level administrative team, CARE Team Coordinator & building leadership teams	
A communication plan will be created & distributed to parents & stakeholders on the MTSS process.	District-level administrative team, CARE Team Coordinator & building leadership teams	
A plan for implementation of MTSS will be developed at all levels, Elem, MS & HS.	District-level administrative team, CARE Team Coordinator & building leadership teams	
Investigate & implement best practices in trauma informed learning.	Building Administration & Counseling Department	
Develop a PreK-12 Math Initiative to support improved achievement in this area.	District-level administrative team, K-12 Curriculum Design Team & building leadership teams	
Develop a new Grade Point Average System to support students with weighted courses.	HS Administration & Building Leadership Team	



LONE JACK C6 SCHOOL DISTRICT

Governing Priority: Highly Qualified Faculty and Staff
Governing Objective: Creat and sustain a positive culture and practices to retain and reward highly qualified personnel.

MSIP Supporting Documents
[Human Resources](#)
[Administration](#)

SMART Goal LJ2A	Specific	Measurable	Attainable	Relevant	Time-Bound
The Superintendent, and designee(s) will create a plan to gather exit data for all departing employees in order to identify and mitigate factors that may improve employee retention.	The Superintendent and designee(s), will research and design an exit process to systematically and accurately capture pertinent data in order to mitigate factors that may improve employee retention.	Data will be collected and analyzed, and an exit process established and presented in a written format to the school board.	District personnel and committee members can research exit processes, which can be used to design a system for Lone Jack, using outside consultants as needed.	A historic pattern of high employee turn-over among all employee groups exists and is reported as a significant concern among stakeholders. Understanding the variables that contribute to employee departures allows the District to address controllable factors to improve employee retention.	Spring 2022 The research and creation of an exit process will be presented to the school board for approval. 2022-2025 School Year Implement the plan, present the data analysis and findings on a regular basis, and responsively address themes as indicated.
ACTION STEPS			RESPONSIBLE PARTIES		DATE COMPLETED
An Exit Interview process will be developed which involves, at minimum an Exit Survey for all staff departing from their LJC6 position.			Human Resources, Superintendent		May 2022
District Administration, Human Resources will review exit data annually& present findings & goals to the Board of Education.			Human Resources, Administrative Team, Board of Education		June annually

Create an annual employee survey to collect perceptions of current climate at both building & district levels.	Human Resources, Superintendent	April 2022
Utilize Building Leadership Teams to discuss items of interest for teachers which could include but not limited to protected plan time, extra duty stipends, student support needs, etc.	Human Resources, Administrative Team	
Utilization of the DESE Teacher Recruitment & Retention Grant facilitating specific strategies for support of instructional staff.	Administrative Team, Superintendent	
Review and revise the certificated faculty evaluation process to define process and meaning of the state recommended 7 point scale.	Administrative Team, Superintendent	

Governing Priority: Highly Qualified Faculty and Staff
Governing Objective: Creat and sustain a positive culture and practices to retain and reward highly qualified personnel.

MSIP Supporting Documents
Human Resources

SMART Goal LJ2B	Specific	Measurable	Attainable	Relevant	Time-Bound
Implement salary schedules that help the Lone Jack School District compensate employees competitively with comparison schools.	The Superintendent will evaluate salary schedules of all personnel classifications to comparable districts and prepare specific recommendations for the school board.	A report of salary schedules with a summary of rankings will be prepared and presented to the school board with recommendations for salary schedules. The recommendations may contain short-term and long-term goals.	All information is public and attainable, which the Superintendent can access and organize. The development of the plan will not have a budgetary impact. Changes made to the salary schedules will impact the budget.	Having a long-term plan for compensation contributes to the recruitment and retention of highly qualified personnel. The retention of employees was a theme in the Stakeholder Input process.	February 2022 The comparative study should be completed with salary recommendations made for the 2022-2023 school year within the normal budget process. The recommendations will be presented to the school board for approval. 2022-2026 SYs A defined long-term strategy will be developed and implemented after an in-depth financial review and priorities are determined.

ACTION STEPS	RESPONSIBLE PARTIES	DATE COMPLETED
Superintendent will review use of Operational & Teacher funds to optimize current Operational Levy for staff salaries & benefits.	Finance, Superintendent	December - June annually
Board of Education will support & promote ballot initiative to transfer Debt Service levy amount to Operational to support teacher & staff salaries.	Finance, Superintendent, Board of Education	November - April 2021-2022
Superintendent will re-initiate Salary & Benefits Advisory Team to meet, review & confer about the financial state of the district & options for compensation.	Finance, Superintendent	January 2022
Superintendent, Activities Director, Building Administration and staff representatives will review & suggest revisions to the Board of Education for extraduty stipend schedule, summer school wages & school day staff coverage when subs are not secured.	Finance, Superintendent	June - July 2022
Look at options to add instructional coaching positions at both the Elementary & MS HS buildings.	Superintendent	July 1, 2022 Elem
Hire a second full time guidance counselor position for the MS HS building to enhance both student support and college and career guidance.	Superintendent	July 1, 2022
Research possible incentives to instructional staff for longevity.	Superintendent	



LONE JACK C6 SCHOOL DISTRICT

Governing Priority: Communication
Governing Objective: Develop a comprehensive communication plan.

MSIP Supporting Documents
[Communications & PR Administration](#)

SMART Goal LJ3A	Specific	Measurable	Attainable	Relevant	Time-Bound
The Superintendent, or designee, will create a representative team to develop a multi-faceted communication plan that details strategies to increase understanding and support for the District with internal and external stakeholders.	The Superintendent, or designee, with a team representative of the District (Board member, teacher's organization president, teachers from each building, support staff, community members and elected leaders), will create a written multi-faceted plan with detailed strategies that identifies the person (s) responsible for each strategy, including a timeline.	A written plan will be developed and presented to the school board for approval.	The Superintendent, or designee, with a representative team, can create and execute a multi-faceted communication plan that reaches internal and external stakeholders.	Stakeholders identified communication as a need to address the needs and desires of the Lone Jack Community. Board Policy KB articulates the importance of "conveying information concerning the District's goals, achievements, activities and operations" to the students, families, employees, and community.	Summer 2022 A detailed and multi-faceted communication plan to increase understanding and support for the District will be created and presented to the school board for approval.
ACTION STEPS			RESPONSIBLE PARTIES		DATE COMPLETED
Administrative team to complete communication training.			Superintendent, Building Administrators		October 2021
Develop a multi-year communication plan.			Superintendent, Building Administrators		Summer 2022
Review communication policy.			Superintendent, Building Administrators		Summer 2022
Create an annual communication calendar.			Superintendent, Building Administrators		Summer 2022

Governing Priority: Communication and Partnerships Governing Objective: Intentionally build relationships and partnerships with internal and external stakeholders.					
MSIP Supporting Documents Communications & PR Academic Excellence Administration					
SMART Goal LJ3B	Specific	Measurable	Attainable	Relevant	Time-Bound
The Superintendent, designated administrators, school board members, teacher representatives, parents, and community members will meet to thoughtfully consider and recommend strategies for improving relationships and expanding partnerships between the District and community.	A designated team of school and community representatives will meet to strategically consider and recommend strategies for improving relationships and partnerships. The team will focus on partnerships with the city and relationships with the community. The plan will also address partnerships with parents.	A written plan will be developed and presented to the school board.	The designated team can create and execute a multi-faceted plan that builds relationships and partnerships with internal and external stakeholders.	Stakeholders identified relationships and partnerships as a key factor for the success of the Lone Jack School District.	August 2022 A Draft plan will be presented to the school board. The school board will approve the plan 2022-2025 Implementation of the plan will be systematic and on-going.
ACTION STEPS			RESPONSIBLE PARTIES		DATE COMPLETED
Develop a stakeholder input annual plan.			Superintendent, Building Administrators		August 2022
Connect with community stakeholder groups, Civic Club, the City of Lone Jack, HOAs, Senior Citizens groups			Superintendent, Building Administrators, Board of Education		Ongoing
Administration will hold an annual "Lone Jack Listens" Tour to connect with parents and community members.			Superintendent, Building Administrators		2022-2023 School Year
Administration will continue to look for ways to communicate actions, schedules, successes, changes, all things Lone Jack School to parents and patrons..			Superintendent, District & Building Administrators		Ongoing



LONE JACK C6 SCHOOL DISTRICT

Governing Priority: Facilities
Governing Objective: Prepare for the long-range facility needs of the District

MSIP Supporting Documents
 Board of Education

SMART Goal LJ4A	Specific	Measurable	Attainable	Relevant	Time-Bound
The Superintendent will engage stakeholders and develop a process in order to prepare a long-range facilities plan.	A written projection of student enrollment, department and capital needs, safety assessments, and facility audits will be utilized to create this plan. This plan will cover the needs of the district from this point forward.	A written report will be finalized by the Superintendent and subsequently presented to the school board.	This report can be completed by accessing information that is available internally and externally, and by consulting with existing personnel. External consultants may be utilized.	This information will help the school district with fiscal and facilities planning. This plan will enable the Superintendent and the school board to create a long-range facilities plan.	March 2022 The Superintendent will present a Draft long-range facilities plan to the school board. March 2022- June 2022 The school board will adopt a long-range facilities plan.

ACTION STEPS	RESPONSIBLE PARTIES	DATE COMPLETED
Initial community stakeholder survey & input	Superintendent	Fall 2021 & Fall 2022
Initiate & establish Future Facilities Committee	Superintendent	Ongoing
Complete enrollment projections through 2027	Superintendent	May 2022
Complete staffing & capital needs based on enrollment projections	Superintendent	May 2022

Complete safety audit	Superintendent	January 2022
Create safety coordinator positions	Superintendent	May 2022
Create comprehensive safety plan	Superintendent	August 2022

Governing Priority: Facilities
Governing Objective: Provide proactive care and budgeting for facility needs.

MSIP Supporting Documents
[Board of Education](#)

SMART Goal LJ4B	Specific	Measurable	Attainable	Relevant	Time-Bound
The Superintendent or designee will oversee the evaluation of all District equipment and facilities for the purpose of assessing maintenance needs and associated cost.	A plan to address ongoing preventive maintenance will be prepared to help preserve the life expectancy of facilities and equipment. The focus will be on equipment with motors and compressors. .	A written report will be prepared that outlines the type, age, current condition, future needs, and life expectancy of all equipment.	This process will require dedicated time of the current employees. Outside consultants will need to be utilized.	This plan will help the District preserve the life expectancy of equipment and facilities and plan for significant capital expenditures.	April 2022 A written report will be presented to the Superintendent. May 2022 The Superintendent will present the report to the school board 2022-2026 The plan will be implemented.

ACTION STEPS	RESPONSIBLE PARTIES	DATE COMPLETED
Create a maintenance checklist & schedule for completion.	Superintendent & Director of Maintenance	August 2022
Create a master inventory list of all equipment.	Superintendent & Director of Maintenance	December 2022

Governing Priority: Facilities
Governing Objective: Appropriately clean and maintain the facilities of the District

MSIP Supporting Documents
[Board of Education](#)
[Fiscal & Financial](#)

SMART Goal LJ4C	Specific	Measurable	Attainable	Relevant	Time-Bound
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<p>The Superintendent will engage external consultants to study the services provided the District by O.P.S.</p>	<p>The Superintendent and school board will engage the services of an external consultant to study the current practices in comparison to what would be ideal for the District.</p>	<p>A written report will be finalized by the consultants, provided to the Superintendent and subsequently presented to the school board.</p>	<p>This report can be completed by accessing information that is available internally and externally, by consulting with existing personnel and comparing to industry standards. External consultants will be utilized which will be a cost to the District.</p>	<p>Stakeholder Input indicated concerns regarding the cleanliness and routine maintenance of District Facilities.</p>	<p>December 2021 The consultants will present a written report to the Superintendent.</p> <p>January 2022- March 2022 The Superintendent will present the report to the school board.</p>
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ACTION STEPS	RESPONSIBLE PARTIES	DATE COMPLETED
Keep data through the maintenance checklist & schedule.	Superintendent, Board of Education	
Review & study options for Director of Maintenance and the future of the facilities department	Superintendent, Board of Education	



LONE JACK C6 SCHOOL DISTRICT

Governing Priority: Technology
Governing Objective: Proactively budget for major capital expenditures in technology.

MSIP Supporting Documents

[Technology](#)
[Fiscal & Financial](#)

SMART Goal LJ5A	Specific	Measurable	Attainable	Relevant	Time-Bound
The Technology Director will conduct an evaluation of all major technology equipment currently in place, and major equipment needed, in order to budget for future expenditures.	Capital expenditures can become a significant drain on the budget, especially when they are not budgeted in advance. A specific plan to address this need will be created. In addition, this information will better assist the district in determining F.T.E. for technology service and instructional assistance.	A written report will be prepared that outlines all major technology capital equipment, the life expectancy of the equipment, and an estimate to replace the equipment. The report will also contain information of F.T.E. per device in conference schools.	The Technology Director of the district, with the potential utilization of outside consultants, can prepare this plan.	This plan will significantly aid the district in anticipating major technology expenditures and staffing for technology utilization. This report will become a part of the budgeting process.	March 2022 A written report will be presented to the Superintendent. April 2022 The Superintendent will present the report to the school board.
ACTION STEPS			RESPONSIBLE PARTIES		DATE COMPLETED
Equipment & Device Inventory			Director of Technology		
Software & Application Audit & Inventory			Director of Technology		
Initiate a Data Audit to understand needed data collection, as well as unneeded data collection.			Director of Technology		



LONE JACK C6 SCHOOL DISTRICT

Governing Priority: Leadership
Governing Objective: Address full Board training referenced in Board Policy BHA.

MSIP Supporting Documents
[Board of Education](#)

SMART Goal LJ5A	Specific	Measurable	Attainable	Relevant	Time-Bound
Develop a School Board Professional Development Plan.	The Board President and Vice President will present a professional development plan to the entire school board for consideration. A board self-evaluation and any additional input from board members will be considered.	A written professional plan will be presented to the school board.	Based on the board self-evaluation and additional input from the board, information is available to help develop areas of interest that would be addressed in the plan.	This goal addresses board policy BHA, stakeholder input, and MSIP 6.	July 2022 A school board professional development plan will be presented to the school board for approval.

ACTION STEPS	RESPONSIBLE PARTIES	DATE COMPLETED
The Board President & Superintendent will develop Board PD Plan for approval and initiation in the 2022-2023 school year.	Board President & Superintendent	
The Board of Education will implement specific development plan to grow in the areas of outreach & communication, facilities, finance & academic supports.	Board President & Superintendent	
The Board will be invited and encouraged to attend academic classes and activities including, fine arts, industrial arts, and college preparation to assist in the visioning of the District.	Superintendent	

The Board of Education will be invited and encourage to attend the annual MSBA and/or other outside conferences and development opportunities to enrich their knowledge of the greater world in education.	Board President & Superintendent	

Governing Priority: Leadership
Governing Objective: Develop a comprehensive Professional Development Plan for the Leadership Team of the school district.

MSIP Supporting Documents Administration

SMART Goal LJ5B	Specific	Measurable	Attainable	Relevant	Time-Bound
The Superintendent will design a process to create a Professional Development Plan for the Leadership Team of the district.	The Superintendent will work with the Leadership Team to develop a Professional Development Plan for the team as a whole and for everyone on the team individually. The plan will focus on the needs of the position individuals hold and the experiences and skills of everyone.	The Superintendent will develop a written report that will be presented to the school board.	The Superintendent with the assistance of the Leadership Team and outside consultants can develop this plan for Professional Development.	The Leadership Team of a district is crucial in the success of the district. A Leadership Team should possess extensive experience and a honed skill set.	November 2021 The Superintendent will share this plan with the school board. November 2021- June 2026 The plan will be fully implemented.

ACTION STEPS	RESPONSIBLE PARTIES	DATE COMPLETED
The Superintendent will review needs of administration and develop an annual program for principal & director growth & development.	Superintendent	
The Superintendent will revise any needed evaluation procedures to emphasize growth in instructional leadership & teacher support for all administration.	Superintendent	
Faculty & community surveys should be developed and administered annually to understand needs and perceptions of needs within all buildings.	Superintendent and Building Administration	



LONE JACK C6 SCHOOL DISTRICT

Governing Priority: Fiscal Resources
Governing Objective: The school board will establish a minimum fund balance.

MSIP Supporting Documents
[Financial](#)

SMART Goal LJ6A	Specific	Measurable	Attainable	Relevant	Time-Bound
The Superintendent will recommend a minimum fund balance to the school board.	The Superintendent will work with the school board to determine a minimum unrestricted annual fund balance for the school district.	A written recommendation will be presented to the school board for adoption.	The Superintendent and staff can make this determination.	This plan will significantly aid the District in budgeting and the goal also aligns with MSIP 6.	February 2022 The Superintendent will provide a written recommendation to the school board.

ACTION STEPS	RESPONSIBLE PARTIES	DATE COMPLETED
The superintendent will research & present the cash flow needs which should be protected through an adequate fund balance in order to ensure, no matter the larger economic situation.	Superintendent	

Governing Priority: Fiscal Resources
Governing Objective: Proactively budget for major capital expenditures.

MSIP Supporting Documents
[Financial](#)

SMART Goal LJ6B	Specific	Measurable	Attainable	Relevant	Time-Bound
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<p>The Superintendent will direct an evaluation of all major capital equipment currently in place, and major equipment needed, in order to budget for future expenditures.</p>	<p>The Superintendent will direct administrative staff to create a detailed plan to address projected needs and a timeline and financial method for addressing the identified needs. A written report will be prepared that outlines all major capital equipment, the life expectancy of the equipment, and a time and cost estimate to replace the equipment.</p>	<p>A written report will be prepared and presented to the Superintendent and subsequently to the school board.</p>	<p>The administration and maintenance staff of the District, with outside consultants, can prepare this plan.</p>	<p>This plan will significantly aid the District in anticipating major expenditures. Capital expenditures can become a significant drain on the budget, especially when they are not budgeted in advance. This report will become a part of the budgeting process. Board Policy BBA addresses this goal.</p>	<p>February 2022 A written report will be presented to the school board.</p>
ACTION STEPS			RESPONSIBLE PARTIES		DATE COMPLETED
The superintendent will facilitate update and distribution of major capital inventory in place.			Superintendent & Director of Maintenance		
The superintendent will facilitate review and initiation of scheduled preventive maintenance and budget replacement.			Superintendent & Director of Maintenance		