



**2015/2016**  
**Rush City Public Schools**  
**Strategic *ACTION* Plan**  
**Building Strong Foundations For Successful Futures.**

Review 16 July 2016  
Updated 20 August 2015  
Updated October 2015  
Finalized November 2015  
*Updated February 2016*  
*Updated April 2016*  
*Updated June 2016*

**Priority Area 1: Achieve Academic Excellence**

What we want to Accomplish:

- 1) **Improve student achievement**
- 2) **Infuse technology into learning experiences**
- 3) Expand electives, career exploration, and college credit opportunities
- 4) **Increase participation in electives, co-curricular, and enrichment offerings**
- 5) Help students identify and pursue their true passion

**School Wide SMART Goal:** Student achievement will be improved by aligning strategic, state required and PLC goals, supported by staff development, as measured by MCA and MAP results in the spring of 2016

**Results:** Strategic Action plan and World's Best Workforce plan have been aligned. However, the state will still require a summary report inclusive of the five state priority areas which will be due by December of 2016.

**School Wide SMART Goal:** 60% of students in all quartiles will meet or exceed typical growth in math and reading as measured by MAP in the spring of 2016

**Results:**

Grade	Math	Reading
2	71	71
3	52	63
4	53	36
5	19	35
6	27	56
7	21	55
8	54	53
9	48	65

**School Wide SMART Goal:** MCA Math proficiency levels in grades 5, 6, 7 and 8 and 11 will meet or exceed state averages spring of 2016.

**Results:** Grades 3, 4, and 8 met or exceeded state averages. Grades 5,6 7 and 11 were below state averages. Improvements to prior year were made in grades 4, 6 and 8.

**School Wide SMART Goal:** MCA Reading proficiency levels in grades 5, 7, 8 and 10 will meet or exceed state averages spring of 2016.

**Results:** Rush City grades 4 and 6 were above the state average. Grades 3, 5, 7, 8 and 10 did not meet or exceed state averages. Significant improvements from previous year were made in grades 4, 7 and 10.

The State proficiency percentages for each grade are:

Grade	Math		Reading	
	RC	State	RC	State
3	89.1(~)	69.4	54.7 (-)	57.3
4	83 (+)	68.7	67.9 (+)	58.3
5	52.2 (~)	58.8	50.7 (-)	67.7
6	54.5 (+)	55.9	63.6 (~)	62.3
7	33.3 (~)	56.2	53 (+)*	56.6
8	60 (+)	58	47.7 (+)	57
10	NA		55 (+)	58.9
11	39 (-)	47	NA	

*Indicators next to RC scores are as compared to previous year at the grade level*

**School Wide SMART Goal:** MCA Science proficiency levels in grades 5, 8 and 10 will meet or exceed state averages spring of 2016.

**Results:** Rush City students in grades 8 and 10 met or exceeded state averages.

	RC	State
5	50.7 (-)	61.5
8	58.5 (~)	47
HS	67.8 (+)	55.5

**School Wide SMART Goal:** MCA scores for students that qualify for free / reduced lunch program will meet target growth index for 2016 in math and reading

**School Wide SMART Goal:** As an indicator for College and Career readiness, MCA grade 8 math proficiency will increase from 54.54 % proficient to 60% proficient in 2016.

**Results:** **Achieved! 60%**

**School Wide SMART Goal:** Graduation rate for Rush City High School will exceed the state expectation for 90% of all students graduating on an annual basis as measured by the MMR from Minnesota Department of Education.

**Results:** **Rush City Graduation rate for 2015 was 94.37%**

Action Steps to Improve Student Achievement:

Action Step	Resources	Person Responsible	Target Date	Completion Date
<p><b>1 <i>The World's Best Workforce (WBW) Plan includes 5 focus areas:</i></b>            All students ready for kindergarten            All students in third grade achieving grade-level literacy            Closing the achievement gap            All students career and college ready before graduation            All students graduating from high school</p>	MMR Data	Superintendent Principals HS Counselor EC Coordinator	June 2016	<p><i>All five areas from WBW plan are included in the Strategic Action Plan</i>  <b>Achieved</b>  <b>November 2015</b></p>
1 Principals, Teachers, and Superintendent will review the trend data	MAP MCA ACT	Superintendent and Principals	June 2015	Goals written and finalized in October 2015

including MAP, MCA and ACT data from the past two or three school years in October 2015 and based on the data will create annual target increase to above state averages on MCA spring scores in reading and math.	MMR Grade Level/ Classroom Assessment			<b>Achieved Oct 2015</b>
1 Principals and team leaders will dedicate PLC time to analyze formative assessment results, ensure alignment with curriculum standards and adjust instructional resources and strategies to meet the needs of all learners with the goal of 85% proficiency as measured by subject or curricular area assessments	PLC Collaborative Time	Principals and PLC Leaders	Monthly	<i>PLC teams in both buildings meet a minimum of 2 times per month for about 40 minutes. Meetings are held before school and during the school day - often time is provided by the principals meeting with students so that teachers are free to meet</i> <b>Achieved</b>
Triangulate data from MCA, MAP and Free / Reduced lunch to ensure identified students of need receive appropriate support services	Data Time to share  Deeper understanding of interventions and Tiers	Mary Kurvers  Teresa Dupre  Principals	November 2015 To be shared in December	<i>Data shared with teachers at CE Jacobson and Problem Solving team at the HS. Next year, data will be share in September.</i> <b>Achieved Jan. 2016</b>
Expand test taking strategies knowledge and skills for our staff and students	Staff Development Time  Ben	Mary  Principals	December 2015	<i>Ben M provided inservice for all teachers grades 3 - 12. OLPA tests were given</i>

		Staff Development Committee		<i>at CE in Jan and at HS in Feb for Math</i> <b>Achieved</b> Dec. 2015
<b>CE JACOBSON</b>				
Research and plan transition to curriculum materials aligned with standards focusing on a Balanced Literacy approach. (Priority Area #1 and World's Best workforce area #2,3,)	Research materials  Consult with other schools  Training once materials are selected	CE Jacobson Teachers & Principal	May 1, 2016  Trainings ongoing Spring and Summer 2016	<i>Research is near completion, site visits to other schools have occurred, budget in place and most likely have a final decision by end of March 2016</i> <b>Achieved</b> March 2016
SCRED staff will provide resources and support to teachers regarding a deeper understanding of state reading and writing standards, aligned with highly effective instructional practices and assessments	PLC Time Faculty Meeting time  SCRED (Wendy time)			<i>Jennifer Lake had met with HS staff and ELA teachers  Wendy has met several times with CE Jacobson teachers</i> <b>Partially Achieved</b> <i>Monthly meetings between collaborative planners and our staff need to be set for the 16/17 school year. We did not receive much support his year from SCRED collaborative planners.</i>

<p>Review of the English Language Arts standards will provide a comprehensive impact Pre K to grade 12 with specific follow up steps for the 2016/2017 school year</p>				<p><i>Time has been dedicated to this during all Staff Development days - this is ongoing and very important work!</i></p> <p><b>Partially Achieved</b></p> <p><i>ELA received a template to map out units of study aligned with state standards. The expectation is for the mapping to be completed by the end of the school year or within the month of June with 10 hours of curriculum writing time provided</i></p>
<p>By May 2016, 65% of 3 year olds and 92% of 4/5 year olds will be at or above target in picture naming as measured by the IGDI data collection tool</p>	<p>Implement differentiated instructional strategies and research</p>	<p>Early Childhood Staff</p>	<p>May, 2016</p>	<p>Results: 64% of 3 year olds 77% of 4-5 year olds</p>
<b>HIGH SCHOOL</b>				
<p>Support the creation and execution of the ADSIS Behavior position to accomplish reduction in student's work missing, improve attendance, and carry out restorative practices therefore reducing out of school suspensions, improving the building climate and positively impacting student learning. <i>(Priority Area</i></p>		<p>Principal</p>		<p><i>Delayed in getting this started, yet off to a successful start as of February 2016</i></p> <p><b>Achieved</b> Feb 2016</p>

# 1 and World's Best Workforce areas 3, 4 and 5)				
Study Center establish specific requirements for assignment completion and engaged use of time that will in turn improve student learning and enhance teacher-student relationships as they build on success for all and the belief "failure is not an option". (Priority Area # 1 and World's Best Workforce areas 3, 4 and 5)		Principal		<i>We are seeing a significant improvement regarding work completion and grades when student center teachers make individual connections with students. This model and success stories have been shared with others to that it will become the norm, not the exception.</i>
Implement policy # 513 requiring superintendent approval for any student recommended to repeat (fail) a grade, which will also result in updating the HS handbook	Update HS Handbook and inform all staff	Superintendent & Principals		<i>Board updated, teachers informed. Handbook will be updated and practice put into place this school year</i> <b>Achieved</b>
Monitor actual graduation rates as compared to MDE % to ensure we exceed the 90%	Problem Solving Time	HS Principal & Superintendent		<b>Achieved</b> 94.37% (2015) 90.48 (2014)
Develop list of interventions for Tier II and III	Problem solving Team & SCRED staff			<i>In process</i> <b>Roll forward to 16/17</b>

SCRED staff will provide resources and support to teachers regarding a deeper understanding of state reading and writing standards, aligned with highly effective instructional practices and assessments	PLC Time  SCRED (Jennifer)  Staff development time	Principal  English teachers + content teachers  Jennifer  PLC Leaders		<i>Jennifer Lake had met with HS staff and ELA teachers</i> <i>Wendy has met several times with CE Jacobson teachers</i> <i>Roll forward to 16/17 for HS ELA</i>
Develop a Rush City definition for College and Career ready and establish measurements	Small group work for School Board Advisory Committee	Superintendent Principals	February 2016	<b>Achieved</b> Rush City College and Career ready students will be prepared for post high school learning with a solid foundation to become an independent adult.
Expand community expert / visits at Rush City schools such as trades	Scheduling	HS Principal Counselor	By May 2016	<i>In process</i>
Create a task force of School Board Advisory Committee members to support College and Career ready efforts at Rush City Schools	School Board Advisory Committee meeting time	Superintendent Task Force members	May 2016	<i>Task force in place</i> <b>Achieved</b>

- \* PLC is an acronym for Professional Learning Communities

**Division SMART Goal: Technology will enhance teaching and learning by implementing a single platform such as Schoology by June 2016** (Priority Area # 1 and 4, and World's Best Workforce areas 3, 4 and 5)

Action Steps:

Action Step	Resources	Person Responsible	Target Date	Completion Date
Dedicate staff development time to increasing skill set of all High School teachers	Staff Development Time	HS Principal	Fall of 2015 and Winter of 2016	<b>Achieved</b>



regarding the functions and use of Schoology				
Research functions of Synergy and compare / contrast with Schoology	Training from TIES and Edupoint	HS Principal Tech Team		<i>In process</i> <i>We will move to Synergy summer of 2016 - yet to be determined if we will move to their program or stay with Schoology</i> <b>Achieved</b>
Establish minimum requirements for use of on-line access (for Schoology or Synergy) with the goal of single platform use for school year 2016/2017		HS Principal Tech Team Building Leadership Team Staff Development Team	May 2016	<b>Achieved</b>

**Division SMART Goal:** Increase participation in electives, co-curricular, and enrichment offerings by 4 new activities during the 2015/2016 school year

Action Step	Resources	Person Responsible	Target Date	Completion Date
Actively seek student input during lunch periods, at assemblies and through surveys to receive feedback from students about the activities we offer or should offer		Lee Rood	June 2016	<i>In process</i>
Create, advertise and execute 4 new High School activities during the 2015/2016 school year				<i>2 new clubs to date</i>

Create a task force of School Board Advisory Committee members to research offering of additional electives and conduct a cost/ benefit analysis	School Board Advisory Committee meeting time	Superintendent Task Force members	March 2016	<i>In process</i> <i>Task force in place</i> <b>Achieved</b>
--	--	-----------------------------------	------------	--

## Priority Area 2: Foster a Positive and Safe Environment

What we want to Accomplish:

- 1) Ensure that students and staff are engaged, enthusiastic, and productive
- 2) Attract and retain high quality staff
- 3) Ensure that students and staff feel valued
- 4) **Review and practice emergency procedures**
- 5) Investigate options to install security cameras ***Security cameras have been purchased and installed (July 2015)***

**School Wide SMART Goal:** All staff will be able to effectively communicate while participating in five fire drills during the 2015/2016 school year

**School Wide SMART Goal:** Establish a Crisis Response Team inclusive of community members by February of 2016

Action Step	Resources	Person Responsible	Due Date	Completion Date
Purchase radios, provide training and execute as communication check in during drills	Granite Electronics Radios & Training	Jeanne K	August 2015	<b>Achieved</b> <b>August 2015</b>
Expand function of crisis teams to include a communication component and use of radios	Radios Crisis Plan Consult from local experts	Superintendent Nurse Principals	December 2015	<i>In process</i> <b>Roll forward to 16/17</b>
Crisis Response team will be formed according to guidelines and		Superintendent Principals	October 2015 Nov/ Dec 2015	<i>In process</i> <b>Roll forward to 16/17</b> <i>Planning team in place - specific</i>

<p>protocols provided by <b>Lifelines</b> (Hazelden Prevention Program)</p> <p>Crisis Response Team will include staff from Rush City Schools, Local Law enforcement, Pastors and other community leaders. Team will meet at least two times per year for training, role requirements and scenario drills.</p>	<p>Lifelines training</p> <p>Meetings to establish roles and practice scenarios</p>	<p>Nurse Counselor</p>		<p><i>role assignment and training continues to be in process as of April 2016</i>  <b>Roll forward to 16/17</b></p>
<p>School safety emergency procedures will be known and consistently executed</p>	<p>Practice Drills and Feedback</p>	<p>Principals</p>	<p>April 2015</p>	<p><b>Achieved</b></p>
<p><b>CE JACOBSON</b></p>				
<p>A transition will be made to a PBIS (Positive Behavioral Intervention and Support) School wide expectations plan, which emphasizes a proactive approach to school discipline. (Priority Area #2)</p>	<p>Schoolwide Expectations Committee</p> <p>PBIS Trainings at SCRED</p> <p>Staff Development Trainings to present components</p> <p>Schoolwide Expectations Committee</p>	<p>CE Jacobson Teachers &amp; Principal</p>	<p>June 1, 2016</p> <p>Full implementation and framework ready for start of 2016-2017 school year.</p>	<p><i>In process</i>  <b>Achieved March 16</b>  <i>CE Jacobson staff have been accepted into a statewide grant training program for the 16/17 school year. Congratulations! This will most likely result in an extension of this goal area</i></p>

Create expectations matrix and discipline flowChart				<b>Achieved</b>
---	--	--	--	-----------------

### Priority Area 3: Financial Stability to Support the District Mission

What we want to Accomplish:

- 1) Maintain financial health of the district without compromising the mission
- 2) Maintain unreserved general fund balance consistent with board policy
- 3) Provide financial resources that support attractive educational programming
- 4) Impact legislation that supports equitable education funding

**School Wide SMART Goal: Increase Enrollment:** Superintendent will meet with City Leaders to develop a “Welcome to Rush City” package for both electronic and paper distribution highlighting the advantages of living in Rush City inclusive of the school district (*Action Steps for this goal are also found in priority area 4*)

Action Step	Resources	Person Responsible	Due Date	Completion Date
Superintendent to meet with Amy Mell and Dan Dahlberg			Fall of 2015	<b>Achieved 10/19/15</b>
Update website	Sharpschool / Possible fee of about \$500.00	Jim Hatz & Sub Committee of SBAC	April 2016	<i>In process Partially Achieved April 16 Home page completed, calendar completed, school pages aligned, school board archives updated, welcome statement. Pages yet to be worked on include community education, staff directory, student photo banner,</i>

Create brochures to share with Realtors and business owners highlighting the school	Photos/ Print /	Superintendent & Sub Committee of SBAC	April 2016	<i>In process</i>
Post Budget summary online as well as other timely and relevant budget documents	Business Manager & Tech Director		January 2016	<b>Achieved</b>
Create a task force of School Board Advisory Committee members to support improving communication from Rush City School District and promoting our school for support and potential growth	School Board Advisory Committee meeting time	Superintendent Task Force members	May 2016	<i>Task force in place</i> <b>Achieved</b>

### Priority Area 4: Strengthen Community Relationships

What we want to Accomplish:

- 1) Increase community partnerships
- 2) **Utilize technology to enhance communication with all stakeholders (staff, students, parents, community)**
- 3) Increase community trust and pride in the schools

**School Wide SMART Goal:** To increase communication from the District Office, information from Rush City School District Office will be sent directly to parents via SchoolMessenger no less than one time per month throughout the 2015/2016 School Year

Action Steps:

Action Step	Resources	Person Responsible	Due Date	Completion Date
Create and publish a monthly	SchoolMessenger	Superintendent	Monthly	<b>Achieved</b>

newsletter from the Superintendent targeted at community information				
Create and distribute weekly Calendar Highlights sent directly to Rush City families			Weekly	<b>Achieved</b> September 2015
Create opportunity for non student community members to join SchoolMessenger distribution lists	Google Docs	Superintendent Jim Hatz Kristen Papke		<b>Achieved</b> August 2015 (yet would like to continually increase numbers)
Create and continually update for accuracy a "live" school calendar on the website	SharpSchool Google	Superintendent Jim Hatz Beth S Kim S		<b>Achieved</b>
Update / redesign website	SharpSchool Budget	Superintendent IF Team	May 2016	<b>Achieved</b>
Expand student involvement with the website photos and / or videos	Cameras iPads to record Editing support	Principals to delegate / volunteer & Director of Technology	May 2016	<b>Needs to be addressed</b> <b>Possible club for 16/17?</b>
Create a link to Rush City Elementary Weekly News on School Website	Parent Permission	Superintendent Tech Director Elem News Coordinator	December 2015	<b>Achieved</b> April 2016
Provide timely (conclusion of competition)	Twitter or Access to Activities Calendar	Superintendent & AD	November 2015	<b>Achieved</b>

results on our website				
Create a link to the Rush City Website Video	Permission from the City	Superintendent		<b>November 2015 Achieved</b>
Create resource regarding concurrent college course and where / how the credits are transferred into colleges and universities	References Course offerings	HS Principal Counselor	February 2016	<b>Achieved</b> <i>Can be found on the Counselors Corner link</i>
Create a task force of School Board Advisory Committee members to create a satisfaction survey to for community members, parents, students and staff to be distributed in March of 2016 - allowing the committee to use the results as one data point for 2016/2017 priority areas	School Board Advisory Committee meeting time	Superintendent Task Force members	March 2016	<b>Achieved</b>
Create a task force of School Board Advisory Committee members to support improving communication from Rush City School District and promoting our school for support	School Board Advisory Committee meeting time	Superintendent Task Force members	May 2016	<b>Achieved</b>

and potential growth				
----------------------	--	--	--	--

**CE Jacobson SMART Goal:** To improve and strengthen communication through teacher webpages, by having 100% of teachers using the same Google sites format (*Priority Area # 1 and 4*)

Action Step	Resources	Person Responsible	Due Date	Completion Date
<b>CE JACOBSON</b>				
Google Template Choice & Instruction	Google Site Demonstration Principal Mielke	CE Jacobson Teachers and Principal	November 1, 2015	<b>Template Achieved</b>
Teacher PLC time monthly devoted to trainings on components of Google Sites to include Bio, Assignment Calendar, News Updates	Guideline documents and trainings posted on the district technology page and instruction by Jim Hatz Technology Coordinator	CE Jacobson Teachers and Principal	June 1, 2015	<b>Achieved</b>



## 2014/2015 Results

### Priority Area 2: Foster a Positive and Safe Environment

What we want to Accomplish:

- 1) Ensure that students and staff are engaged, enthusiastic, and productive
- 2) Attract and retain high quality staff
- 3) Ensure that students and staff feel valued
- 4) Review and practice emergency procedures
- 5) Investigate options to install security cameras ***Security cameras have been purchased and currently being installed (July 2015)***

**SMART Goal:** By Jan 1, 2015, the contents of Emergency Procedure Go Kits will be finalized, assembled, and distributed for the principal's offices, the health offices, classrooms, etc.

Action Steps:

Action Step	Resources	Person Responsible	Due Date	Completion Date
Finalize Go Kit contents	Sample Go Kits Deb M., Admin	Jeanne Korf	11-26-14	11-19-14
Assemble Go Kits	Go Kit Contents	Jeanne Korf	1-9-15	<b><i>December &amp; January 2015</i></b>
Distribute Go Kits	Go Kits	Brent Stavig, Melody Tenhoff	2-6-15	<b><i>January 2015</i></b>
Train Staff how to utilize Go Kits	Completed Go Kits	Brent Stavig, Melody Tenhoff	2-6-15	<b><i>February &amp; March 2015</i></b>

### Priority Area 3: Financial Stability to Support the District Mission

What we want to Accomplish:

- 1) Maintain financial health of the district without compromising the mission
- 2) Maintain unreserved general fund balance consistent with board policy
- 3) Provide financial resources that support attractive educational programming
- 4) Impact legislation that supports equitable education funding

**SMART Goal:** By January 15, 2015, the School Board will review Board Policy #714, Fund Balances, to set the method for calculating fund balance percentages and to establish the fund balance percentage goal.

Action Steps:

Action Step	Resources	Person Responsible	Due Date	Completion Date
Prepare policy to review	MSBA Model policy and RC current policy	Laureen Frost, Vern Koepp	12-12-14	
Review existing policy and discuss options	Model Policy, Current Policy, options to consider	School Board	12-18-14 and 1-15-15	
Publish Revised Policy	Web Site	Sue Kubat, Vern Koepp	1-23-15	<b>Revised / approved 2/19/15</b>

**Priority Area 4: Strengthen Community Relationships**

What we want to Accomplish:

- 1) Increase community partnerships
- 2) Utilize technology to enhance communication with all stakeholders (staff, students, parents, community)
- 3) Increase community trust and pride in the schools

**SMART Goal:** Create and hold a meeting of the Career and Technical Education (CTE) advisory committee consistent with Perkins Grant requirements by 1-30-15

Action Steps:

Action Step	Resources	Person Responsible	Due Date	Completion Date
Identify and invite potential committee members	Chamber of Commerce, Mike Saari	Eric Olson, Brent Stavig	1/16/14	
Prepare agenda that satisfies grant requirements	Becky Macki, Wendy Cook, Consortia documents	Eric Olson, Brent Stavig	1/23/15	
Hold Meeting	Agendas, treats, Eric's labs	Eric Olson, Brent Stavig	1/30/15	