

**BOARD OF EDUCATION MEETING  
SEDALIA SCHOOL DISTRICT #200**

**Regular Meeting  
Monday, March 13, 2017  
6:30 P.M.**

**Washington Elementary  
610 South Engineer**

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Comments from the audience are welcome at the time a particular agenda item is being discussed. Please, however, approach the podium, be recognized by the presiding officer, and introduce yourself for the record. Thank you!  
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**I. CALL TO ORDER**

1. Call to Order and Welcome Guests
2. Staff and Patron Input –Sedalia School District Foundation; Sedalia Community Educators Association; Washington Elementary Great Kindness Challenge Presentation.
3. Approve Agenda

**II. CONSENT ITEMS**

1. Minutes for Monthly Business Meeting, February 27, 2017
2. Personnel
3. Treasurer’s Report
4. Payment of Bills

**III. ITEMS FOR DECISION**

1. CSIP
2. SFCC Support Technical Education Programs
3. Student Advisor to the Board of Education

**IV. ITEMS FOR DISCUSSION**

1. 2017-2018 Salary Schedules

**V. ADJOURN TO CLOSED SESSION**

These subjects may be discussed in closed session with closed record and closed vote pursuant to Section (1) legal, (3) personnel, (13) protected records, of the Missouri statutes.

Board meeting agenda and minutes are posted on the district’s website at [www.sedalia200.org](http://www.sedalia200.org)

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Please note that items to be added to the agenda must be submitted in writing (two pages or less) to the Board of Education Office at least five work days prior to the board meeting, in accordance with guidelines appearing in the District’s Policies and Procedures Handbook, Policy 0412.  
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**Sedalia School District #200  
Board of Education Regular Meeting  
Whittier High School  
Open Session Minutes  
February 27, 2017**

**BOE Members Present:**

Dr. Jeffrey Sharp, President  
Mr. Michael Stees, Vice President  
Mr. Kenny Coffelt, Treasurer  
Mr. David Wolf, Secretary  
Mr. Scott Gardner  
Ms. Stephanie Lefevers  
Ms. Diana Nichols

**Absent:**

Also present were: Brad Pollitt, Superintendent; Dr. Nancy Scott, Assistant Superintendent; Steve Triplett, Assistant Superintendent; Dr. Harriet Wolfe, CFO; Lisa Hammerly, Recording Secretary; Chris Pyle, Carla Wheeler, Bob Satnan, Grace Kendrick, Stephanie Jackson, Kelly McFatrigh, Lisa Volk, Jason Curry, Martin White, BJ Curry, Andrea Young, Mark Johnson, Jennie Guerrini, Deidre Esquivel, Dr. Joanna Anderson, SFCC President ; media, and various others.

**I. Call to Order**

1. The Chair called the meeting to order at 6:30 pm.
2. **Request of District Patrons and Recognitions**  
Sedalia School District Foundation – provided information regarding the following:
  - March 1<sup>st</sup> deadline to apply for Sedalia School District Foundation Official scholarships.
  - March 25<sup>th</sup>, Harlem Ambassadors vs. the Sedalia All-Stars basketball game.
  - Major Saver Card campaign – cards can be purchased in Foundation office.
 Sedalia Community Educators Association (SCEA) – May 24<sup>th</sup> reception for retirees.  
Whittier High School Presentation on their culinary classes.
3. **Approve Regular Meeting Agenda**  
*Kenny Coffelt moved to approve the regular meeting agenda as presented. Diana Nichols seconded the motion. The Chair then took a vote and with a majority in favor was approved.*

**II. Approve Consent Agenda**

*Scott Gardner moved to approve the consent items 1- 5 as presented. Kenny Coffelt seconded the motion. The Chair then took a vote and with a majority in favor the consent items 1 – 5 as follows were approved:*

1. Minutes that have been distributed for monthly business meeting, January 23, 2017
2. Minutes that have been distributed form work session meeting, February 13, 2017
3. Personnel
4. Treasurer's Report
5. Payment of Bills

**Sedalia School District #200  
Board of Education Regular Meeting  
Whittier High School  
Open Session Minutes  
February 27, 2017**

*Scott Gardner moved to approve the consent item 6 - 6 as presented. Michael Stees seconded the motion. The Chair due to conflict of interest in his Board role ABSTAINED from his consent and then took a vote and with a majority in favor the consent item 6 – 6 as follows was approved:*

6. Payment of Bills – Family Medicine Associates

**III. Items for Decision**

**1. Budget Amendments**

*Scott Gardner moved to approve the current revenue budget of \$50,520,912.79, and current expenditure budget of \$52,447,116.08 as presented. Kenny Coffelt seconded the motion. The Chair then took a vote and with a majority was approved.*

**2. Policy and Regulation**

*Scott Gardner moved to approve policy and regulation updates 2270, 2750, 3155, 3165, 3166, and 5410 as presented. Diana Nichols seconded the motion. The Chair then took a vote and with a majority in favor was approved.*

**3. JR High Café Remodel Doors/Window Bid**

*Scott Gardner moved to approve JR High café remodel doors/window replacement bid award to Mark's Mobile Glass for \$13,950.00 as presented. Kenny Coffelt seconded the motion. The Chair then took a vote and with a majority in favor was approved.*

**4. JR High Café Remodel Plumbing Bid**

*Scott Gardner moved to approve JR High café remodel plumbing bid award to MPB Plumbing dba Roto Rooter for \$69,730.00 as presented. Stephanie Lefevers seconded the motion. The Chair then took a vote and with a majority in favor was approved.*

**5. JR High Café Remodel HVAC Bid**

*Kenny Coffelt moved to approve JR High café remodel HVAC bid award to Home Heating & Air Conditioning for \$139,282.00 as presented. David Wolf seconded the motion. The Chair then took a vote and with a majority in favor was approved.*

**6. JR High Café Remodel Electrical Bid**

*Scott Gardner moved to approve JR High café remodel electrical bid award to Bevic Inc. dba Embree Electric for \$41,635.00 as presented. Kenny Coffelt seconded the motion. The Chair then took a vote and with a majority in favor was approved.*

**IV. Items for Discussion**

1. **CSIP** – Ms. Wheeler presented the Comprehensive School Improvement Plan (CSIP) for discussion. CSIP will be brought back for decision on the March 13<sup>th</sup> regular board meeting.
2. **State Fair Community College Bond** – Dr. Anderson presented on the State Fair Community College bond measure which will add \$0.25 to the current \$0.40 cent levy, if approved on April 4<sup>th</sup>. The funds will be allocated to construct, furnish, and equip a new technical education facility.

**V. Items for Information**

1. **Attendance 90/90 Report**

**Sedalia School District #200  
Board of Education Regular Meeting  
Whittier High School  
Open Session Minutes  
February 27, 2017**

Mr. Pollitt presented the Attendance 90/90 Report.

**2. Membership and Enrollment**

Mr. Pollitt presented the membership and enrollment report.

**3. Free and Reduced Lunch Count**

Dr. Wolfe presented on the Community Eligibility Program (CEP) Free & Reduced Lunch Calculation Report.

**4. Thomas Family Donation**

Mr. Jason Curry presented the Thomas Family Donation.

**VI. Adjourn to Closed Session**

*Kenny Coffelt moved to adjourn to closed session for purposes listed in sections RSMo.610.021 (1) legal, (3) personnel & (13) protected records. Diana Nichols seconded the motion. The Chair then took a vote and with a majority in favor adjourned to closed session. Roll call vote: Kenny Coffelt, aye; Scott Gardner, aye; Stephanie Lefevers, aye; Diana Nichols, aye; Michael Stees, aye; David Wolf, aye; Dr. Jeffrey Sharp, aye.*

Time: 7:17 pm

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Dr. Jeffrey Sharp, President  
Board of Education

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David Wolf, Secretary  
Board of Education

Bank & Cash Reconciliation

Fund Cash Balance:

Fund Number and Description	Cash Balance	Comments
001 - General Fund	29,195,088.07	
002 - Special Revenue Fund	5,263,995.91	
003 - Debt Service Fund	.00	
004 - Capital Projects Fund	19,649,421.54	
Adjustment 1 :	.00	
Adjustment 2 :	.00	
Adjustment 3 :	.00	
Adjustment 4 :	.00	
TOTAL :	54,108,505.52	

Bank Cash and Reconciled Balances:

Account Code & Bank	Cash Balance	Reconciled Balance	Comments
xxxx41.1 - Series 2015B - UMB BANK	9,645,252.00	9,645,252.00	
xxxx1387 - Chris E Egdorf - US Bank	9,659.19	9,659.19	
xxxx1251 - General Funds - MOSIP	5,486,384.90	5,486,384.90	
xxxx1252 - Capital Funds - MOSIP	2,700,183.67	2,700,183.67	
xxxx57.3 - Series 2016 - UMB BANK	3,938,601.99	3,938,601.99	
xxxx0278 - - Equity Bank	19,025,428.37	19,528,276.57	
xxxx0294 - - Equity Bank Activity Gate	10,647.87	10,647.87	
xxxx0213 - Portfolio Cash - MOSIP	63,238.22	63,238.22	
xxxx0213 - Portfolio Invst - MOSIP	13,229,109.31	13,212,745.58	
Outstanding Amount: xxxx0278 - - Equity Bank	.00	-502,848.20	
Outstanding Amount: xxxx0213 - Portfolio Invst - MOSIP	.00	16,363.73	
Adjustment 1 :	.00	.00	
Adjustment 2 :	.00	.00	
Adjustment 3 :	.00	.00	
Adjustment 4 :	.00	.00	
TOTAL :	54,108,505.52	54,108,505.52	

Bank Cash and Fund Cash are in Balance

*Cash Flow Summary For month of February*

	Fund - 001	Fund - 002	Fund - 003	Fund - 004	All Funds
A. Cash Balance as of 02/01/17	29,191,031.75	5,585,195.72	0.00	21,989,673.33	56,765,900.80
B. Revenues (5XXX) :	1,114,229.26	2,036,771.44	0.00	93,852.38	3,244,853.08
C. Expenses (6XXX) :	1,110,280.11	2,368,802.91	0.00	2,434,104.17	5,913,187.19
D. Excess Revenue ( B - C ):	3,949.15	-332,031.47	0.00	-2,340,251.79	-2,668,334.11
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E. New Cash Balance (A + D) :	29,194,980.90	5,253,164.25	0.00	19,649,421.54	54,097,566.69
F. Net Change in Fund Balance (3XXX) :	0.07	0.00	0.00	0.00	0.07
G. Net Change in Other Assets & Liabilities ( 1200 - 2999 ) :	107.10	10,831.66	0.00	0.00	10,938.76
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H. Final Balance as of 02/28/17	29,195,088.07	5,263,995.91	0.00	19,649,421.54	54,108,505.52

## Fund Balance Report

for the period ending February, 2017

Fund	General Fund 1	Teachers Fund 2	Debt Service Fund 3	Capital Projects Fund 4	Total
Beginning Fund Balance	24,068,632.82	-0.00	0.00	22,898,717.76	46,967,350.58
Revenues	14,835,554.73	20,228,133.77	0.00	2,919,407.35	37,983,095.85
Transfer To	0.00	0.00	0.00	104,883.80	104,883.80
Transfer From	104,883.80	0.00	0.00	0.00	104,883.80
Expenses	9,614,871.43	14,855,304.60	0.00	6,273,587.37	30,743,763.40
Ending Fund Balance	29,184,432.32	5,372,829.17	0.00	19,649,421.54	54,206,683.03
From General Fund to Debt Service Fund	0.00				
From General Fund to Capital Projects Fund	104,883.80				

**ASSETS**

Cash & Investments	\$54,108,505.52
<b>TOTAL ASSETS</b>	<u><u>\$54,108,505.52</u></u>

**LIABILITIES**

Flexible Spending Account	(\$14,137.50)
Escrowed - Group Health Insurance/Life Insurance/ Retirement/Dues/Garnishments	\$121,974.20
Invest Reserves	\$0.00
<b>TOTAL LIABILITIES</b>	<u><u>\$107,836.70</u></u>

**NET ASSETS**

Restricted For:	
US Bank Egdorf Scholarship Fund	(\$9,659.19)
<b>TOTAL NET ASSETS</b>	<u><u>\$54,206,683.03</u></u>

Current Month Budget Report for February

Account Code	Account Description	Budget/ (Open Bal)	MTD Activity	YTD Activity	Current Balance	Encumbrance	Next MTD Activity	Projected Balance	% of Budget
Fund 001 Totals	Total Assets (1xxx)	24,078,027.46	3,914.22	5,116,932.61	29,194,960.07		-351,192.65	28,843,767.42	
	Total Liabilities (2xxx)	183.27	35.00	-1,051.83	-868.56		0.00	-868.56	
	Fund Balance (3xxx)	-24,078,210.73	-0.07	104,802.52	-23,973,408.21	0.00	0.00	-23,973,408.21	
	Total Revenues (5xxx)	18,123,856.03	1,114,229.26	14,835,554.73	3,288,301.30	3.05	228,874.08	3,059,424.17	83.12
	Total Expenditures (6xxx)	17,125,961.66	1,110,280.11	9,614,871.43	7,511,090.23	436,608.25	580,066.73	6,494,415.25	62.08
	Expenditures - Revenues	-997,894.37	-3,949.15	-5,220,683.30		436,605.20	351,192.65	3,434,991.08	
	Ending Fund Balance	-25,076,105.10			-29,194,091.51			-28,406,293.66	113.28
	Ledger Balance	0.00	0.00	0.00	0.00		0.00	0.00	
Fund 002 Totals	Total Assets (1xxx)	8,080.15	-321,199.81	5,255,915.76	5,263,995.91		32,816.89	5,296,812.80	
	Total Liabilities (2xxx)	-8,080.15	-10,831.66	116,913.41	108,833.26		-35,806.38	73,026.88	
	Fund Balance (3xxx)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	Total Revenues (5xxx)	28,782,824.06	2,036,771.44	20,228,133.77	8,554,690.29	0.00	-2,989.49	8,557,679.78	70.27
	Total Expenditures (6xxx)	28,245,250.50	2,368,802.91	14,855,304.60	13,389,945.90	0.00	0.00	13,389,945.90	52.59
	Expenditures - Revenues	-537,573.56	332,031.47	-5,372,829.17		0.00	2,989.49	4,832,266.12	
	Ending Fund Balance	-537,573.56			-5,372,829.17			-5,369,839.68	998.90
	Ledger Balance	0.00	0.00	0.00	0.00		0.00	0.00	
Fund 003 Totals	Total Assets (1xxx)	0.00	0.00	0.00	0.00		0.00	0.00	
	Total Liabilities (2xxx)	0.00	0.00	0.00	0.00		0.00	0.00	
	Fund Balance (3xxx)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	Total Revenues (5xxx)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	Total Expenditures (6xxx)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	Expenditures - Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	Ending Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	Ledger Balance				0.00			0.00	
Fund 004 Totals	Total Assets (1xxx)	22,898,717.76	-2,340,251.79	-3,249,296.22	19,649,421.54		-46,133.18	19,603,288.36	
	Total Liabilities (2xxx)	0.00	0.00	0.00	0.00		0.00	0.00	
	Fund Balance (3xxx)	-22,898,717.76	0.00	-104,883.80	-23,003,601.56	0.00	0.00	-23,003,601.56	
	Total Revenues (5xxx)	3,614,232.70	93,852.38	2,919,407.35	694,825.35	0.00	0.00	694,825.35	80.78
	Total Expenditures (6xxx)	7,075,453.92	2,434,104.17	6,273,587.37	801,866.55	28,066.32	46,133.18	727,667.05	89.72
	Expenditures - Revenues	3,461,221.22	2,340,251.79	3,354,180.02		28,066.32	46,133.18	32,841.70	
	Ending Fund Balance	-19,437,496.54			-19,649,421.54			-19,575,222.04	100.71
	Ledger Balance	0.00	0.00	0.00	0.00		0.00	0.00	
Grand Total	Total Assets (1xxx)	46,984,825.37	-2,657,537.38	7,123,552.15	54,108,377.52		-364,508.94	53,743,868.58	
	Total Liabilities (2xxx)	-7,896.88	-10,796.66	115,861.58	107,964.70		-35,806.38	72,158.32	
	Fund Balance (3xxx)	-46,976,928.49	-0.07	-81.28	-46,977,009.77	0.00	0.00	-46,977,009.77	
	Total Revenues (5xxx)	50,520,912.79	3,244,853.08	37,983,095.85	12,537,816.94	3.05	225,884.59	12,311,929.30	75.63
	Total Expenditures (6xxx)	52,446,666.08	5,913,187.19	30,743,763.40	21,702,902.68	464,674.57	626,199.91	20,612,028.20	60.70
	Expenditures - Revenues	1,925,753.29	2,668,334.11	-7,239,332.45		464,671.52	400,315.32	8,300,098.90	
	Ending Fund Balance	0.00			-54,216,342.22			-53,351,355.38	0.00
	Ledger Balance (1xxx + 2xxx + 3xxx)	0.00	0.00	0.00	0.00		0.00	0.00	

**Consolidated Summary Statement**

**Sedalia School District #200**

**Portfolio Summary**

Portfolio Holdings	Cash Dividends and Income	Closing Market Value	Current Yield
MOSIP	1,578.20	5,065,003.52	0.71 %
MOSIP TERM	0.00	2,698,803.27	* N/A
MOSIP CD Program	0.00	486,000.00	* N/A
MOSIP Managed Account	17,528.98	13,229,109.31	* N/A
<b>Total</b>	<b>\$19,107.18</b>	<b>\$21,478,916.10</b>	

\* Not Applicable

**Investment Allocation**

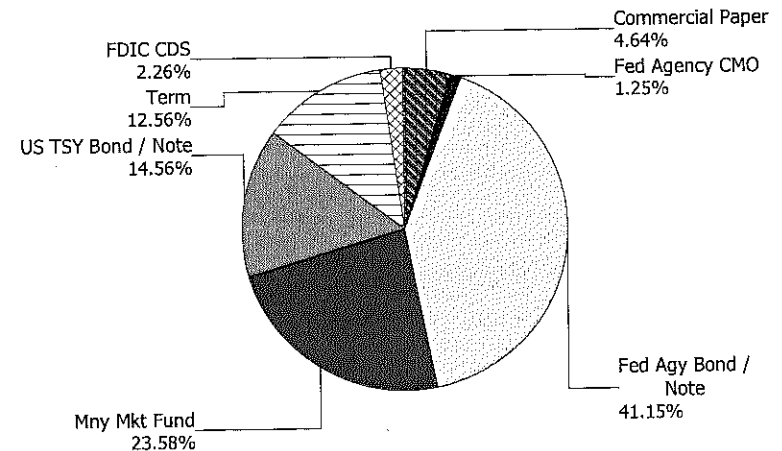
Investment Type	Closing Market Value	Percent
Commercial Paper	995,656.00	4.64
Federal Agency Collateralized Mortgage Obligation	269,179.26	1.25
Federal Agency Bond / Note	8,836,977.52	41.15
Money Market Fund	5,065,003.52	23.58
U.S. Treasury Bond / Note	3,127,296.53	14.56
Term Investment	2,698,803.27	12.56
FDIC Insured Bank Certificates of Deposit	486,000.00	2.26
<b>Total</b>	<b>\$21,478,916.10</b>	<b>100.00%</b>

**Maturity Distribution (Fixed Income Holdings)**

Portfolio Holdings	Closing Market Value	Percent
Under 30 days	5,065,003.52	23.59
31 to 60 days	249,730.25	1.16
61 to 90 days	0.00	0.00
91 to 180 days	3,196,868.27	14.88
181 days to 1 year	878,604.60	4.09
1 to 2 years	7,322,136.37	34.09
2 to 3 years	4,268,370.09	19.87
3 to 4 years	498,203.00	2.32
4 to 5 years	0.00	0.00
Over 5 years	0.00	0.00
<b>Total</b>	<b>\$21,478,916.10</b>	<b>100.00%</b>

**Weighted Average Days to Maturity 444**

**Sector Allocation**



## Memorandum

To: Director – Board of Education

CC: Bradley Pollitt/Nancy Scott/Steve Triplett

From: Harriet Wolfe

Date: March 13, 2017

Re: Payment of Bills

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**Attached are the payment of bills from February 22 – March 7, 2017.  
Total Amount of \$4,037,368.05**

BOE AP Check Register Report Feb 22-Mar 7 2017

Selection Criteria : Check # Range From 109150 To 109210 | Check # Range From ACH007348 To ACH007471 | Check # Range From 109059 To 109148 | Invoice Number <> Card |

Vendor Name	Amount
Total 3M Cogent	40.30
Total Acclaim Subscriptions	143.97
Total AG Coop Services Inc	16.65
Total Amos, Brian C	20.00
Total Andymark Inc	501.68
Total AT&T Mobility	63.22
Total B & B Transmission	380.00
Total Bales, Julie L	123.33
Total Bartlett Leslie R	95.12
Total Beckman, Jonathan E	20.00
Total Bell Plumbing Supply Inc	68.84
Total Benton, Victor	100.00
Total Bergman, Dustin W	45.00
Total Bird, Anna M	91.02
Total Blue Cross Blue Shield of KC	361,792.19
Total Bound To Stay Bound Books	827.79
Total Bouslaugh, James A	40.00
Total Bright Futures USA	518.00
Total Brodart Co	22.27
Total BSN Sports	469.78
Total Cake Lady	100.00
Total Camirand, Angie L	55.76
Total Campe, Marsha K	40.30
Total Capstone	2,212.43
Total Carroll Seating Company	1,633.64
Total CenterPoint Energy Services	5,849.71
Total Central MO Food Equipment	214.50
Total Charter Communications	40.47
Total City of Sedalia Mo	2,024.94
Total City Safe and Lock Service	80.50
Total Claim Care Inc	200.21
Total Clark, Deanna L	202.84
Total Clark, Dilbert G	20.00
Total Clarks Tool	221.00
Total Clinton School District #124	498.94
Total Collins, John R	20.00
Total CooperGwaltney, Shannon K	24.60
Total Cox, Stephanie	5.08
Total Crescent Parts and Equipment	2,433.84
Total Crow Burlingame Co	3.49
Total Curry, Jason G	20.00
Total Curry, Robert J	20.00
Total Curry, Stacy L	130.80
Total Dake, Catherine M	348.56
Total DAlexander Literacy Consultant LLC	2,000.00
Total Data Management Inc	159.00
Total Davis, Robert P	120.36
Total DECA Inc	30.00
Total Demco Inc	98.30
Total DEPCO LLC	443.00
Total Dickman, Keri M	75.44
Total Dillon, Randy A	120.00
Total Ditzfeld Container Service LLC	2,769.82
Total Doyle, Joseph G	208.74
Total Dugan Glass Inc	6,601.45
Total Dugan Paints Inc	110.56
Total Ebsco Information Services	110.41
Total Educational Theatre Association	305.85
Total Ellis, Katie M	204.54
Total Extempore	240.00
Total Fastenal Company	12.94
Total First Student Inc	185,793.57

BOE AP Check Register Report Feb 22-Mar 7 2017

Vendor Name	Amount
Total First United Methodist Church	961.94
Total Fort Osage High School	133.00
Total Frank Paxton Lumber Co LLC	502.15
Total Gentges, Holly A	44.58
Total Great Circle	1,615.00
Total Guardian Life Insurance Co.	26,580.73
Total Harris, Monica L	20.00
Total Harter, Chad C	106.17
Total Hawkins, Keith D	20.00
Total Hawkins, Michael C	210.00
Total Heartland Vision Consultants Inc	4,000.00
Total Herrick, Timothy C	20.00
Total Hieronymus, Brett R	20.00
Total Hillyard Columbia	279.60
Total Himes, Jessica N	55.76
Total Homan, Ashley R	373.92
Total Howieson, Carrie L	67.60
Total Hunsaker, Shawn C	60.00
Total Husong, Marcinda M	51.16
Total Ice Masters	238.16
Total IXL Learning Inc	886.00
Total Jackson Stephanie E	108.53
Total Jackson William Benjamin	100.00
Total Johnson Chase A	20.00
Total Jones, Deanna R	46.24
Total JW Pepper and Son Inc	184.99
Total Kagan Publishing Inc	12,756.70
Total Kaimikaua Julia K	120.95
Total KCP&L	61,268.61
Total Kempton, Madeline R	196.54
Total Kendrick, Grace A	125.78
Total Kenneth Norton	60.00
Total Key Hydraulics and Truck Equipment	6,036.00
Total Kindle, Jason P	40.52
Total Lane, Steven D	20.00
Total Little Caesars Pizza	90.00
Total Logan, Angela M	86.37
Total M and R Monument Co	450.00
Total MAEA	130.00
Total Magana, Melissa P	126.60
Total MartinezFlores Maria G	20.00
Total Mathieu, Gerard J	20.00
Total Mazzios Corporation	263.31
Total McFail, Charles A	363.46
Total McKinney, Kristen D	214.20
Total McMaster-Carr Supply Company	395.11
Total MedinaFlores, Rosario	20.00
Total Menard Inc	721.51
Total Menjivar, Ana G	20.00
Total Meyer Laboratory Inc	576.00
Total Mid City Lumber Co Ltd	1,225.26
Total Midwest CompuTech	69,172.34
Total Midwest Transit Equipment Inc	2,695.20
Total Missouri DECA	2,535.00
Total Missouri FBLA	1,235.00
Total Missouri HOSA	715.00
Total Missouri State Fair	30.00
Total Mo Dept of Natural Resources	100.00
Total Mo Rural Services WC Ins Trust	191,059.00
Total MOAQUA Ltd	67.00
Total MOASBO	960.00
Total MoEFACS	100.00
Total Moellman, Michael D	201.72
Total Moon, Cindy G	4.92
Total MSHSAA	1,450.00

BOE AP Check Register Report Feb 22-Mar 7 2017

Vendor Name	Amount
Total NCS Pearson Inc	2,763.89
Total NetWatch Inc	32,373.83
Total Newton, Cheridan R	6.15
Total Noland, Ashleigh J	214.14
Total Norfleet Sharee J	205.82
Total Norton, Patrick W	522.80
Total Oak Grove R-6 School District	200.00
Total Oelrichs, Ryan F	36.90
Total O'Reilly Auto Parts	240.98
Total Oriental Trading Co Inc	136.31
Total Papa Jakes Donut Shop	17.00
Total Peak Sport and Spine	1,150.00
Total PEERS	88,686.68
Total Perma Bound	3,838.74
Total Petree, Pamela S	5.90
Total Petterson, Roxanne N	20.00
Total Pierce, Joni R	8.00
Total Pitney Bowes	739.50
Total Polk, Jordan K	20.00
Total Pollitt Bradley R	300.00
Total Praxair Distribution Inc	243.91
Total PSRS	507,009.00
Total Pummills Sporting Goods	227.50
Total Purtle, Tracy L	9.96
Total Pyle, Christopher L	170.00
Total Raetz, Ashley R	56.84
Total Readers World	381.41
Total Region 12 FCCLA	48.00
Total Rehmer Malinda K	197.74
Total Richardson, Rebecca A	40.00
Total Ricoh USA Inc	15,538.02
Total Robertson, Michael L	45.00
Total S & D Septic Tank Service	500.00
Total Saltsgaver, Shelbi D	20.00
Total Satnan, Robert H	60.00
Total Schlup, Kenneth F	20.00
Total Scholastic Inc	87.20
Total School Specialty Inc	571.95
Total SchoolDude com	3,145.00
Total Scott, Nancy L	170.00
Total Scott, Tara D	17.75
Total Sedalia Country Club	1,000.00
Total Sedalia Rental and Supply	1,903.50
Total Sedalia Water Department	7,338.13
Total Septagon Construction Mgmt Inc	7,178.00
Total Shaffer Elizabeth A	85.09
Total Sherman, Joel R	20.00
Total Siegel, Tracy L	28.70
Total Simoncic, Amy L	140.35
Total Smith-Cotton Choral Society	750.00
Total Social Thinking/Think Social	167.65
Total Socket Telecom LLC	4,830.61
Total SonEquity Pest Management	570.00
Total Specialty Sportswear	2,010.50
Total Spratley, Brooke A	20.00
Total Sproles, Norma J	83.09
Total State Fair Community College	20.00
Total Steger, Michelle M	38.05
Total Steinkuhler, Stacey Dee	55.61
Total Stone Laser Imaging	228.00
Total T Mobile	968.32
Total Tallman Company	383.77
Total Tan Tar A Resort	2,192.68
Total Tankersley, Jerry D	95.37
Total Taylor, Nataliya O	35.47

BOE AP Check Register Report Feb 22-Mar 7 2017

Vendor Name	Amount
Total Teachers Discovery	12.88
Total Therapro Inc	131.96
Total Thompson Christopher R	148.00
Total Touchtone Communications Inc	5.97
Total Trans Central Suppliers Inc	669.22
Total Treasurer State of Missouri	150.00
Total Tresona Multimedia LLC	1,265.00
Total Triplett, Steven G	170.00
Total UINTERACT.LABOR.MO.GOV	2,517.88
Total UMB Bank NA	2,343,585.37
Total UMB Healthcare Services	85.33
Total University of Mo Health Care	123.00
Total UPS Store	46.59
Total Valesa, Yelena M	20.00
Total Volk, Lisa L	20.00
Total Vose, Charles A	36.88
Total Wallace, Mackensie H	42.48
Total Walmart Community/RFCSLLC	5,126.32
Total Warehouse Tire and Muffler	279.25
Total Wayward Wind Travel	553.60
Total WCMMEA	96.00
Total Wells Kimberly C	183.48
Total WEX BANK	11,609.58
Total Wheeler, Carla J	204.12
Total William V MacGill & Company	350.77
Total Wilson, Kathy L	97.49
Total Wilson, Patrick B	14.70
Total Withers/KC Sanitary Supply	5,792.50
Total Woods Supermarket	184.80
Total Woolery, Denise R	64.69
Total Wyattte, Robin C	29.00
Grand Total	4,037,368.05

# Memorandum

To: Director – Board of Education

CC: Bradley Pollitt/Nancy Scott/Steve Triplett

From: Harriet Wolfe

Date: March 13, 2017

Re: Payment of Bills with P-Card

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**Attached are the payment of bills using the P-Card from February 22 – March 7, 2017.  
Total Amount of \$8,094.51**

BOE AP P-Card Report Feb 22-Mar 7 2017

Selection Criteria : Check Date Range From 03/07/2017 To 03/07/2017 | Invoice Number = Card |

Vendor Name	Amount	Invoice Number
Total au bon pain Bakery Cafe	16.18	
Total Boston Chowda	11.20	
Total Dairy Bar	49.75	
Total Dominos Pizza	32.38	
Total Enterprise Rent A Car	324.80	
Total Galaxy Cinema	498.96	
Total Hard Rock Cafe	363.35	
Total Lowes Companies Inc	1,080.28	
Total Mare Oyster Bar	464.61	
Total MBTA Downtown Ferry	132.00	
Total Menard Inc	146.96	
Total Mo Dept of Revenue	12.25	
Total Mollys Restaurant	201.13	
Total Payless Shoes	61.98	
Total Redhead Lakeside Grill	104.66	
Total Shake Shack	146.97	
Total Southwest Airlines	3,248.86	
Total Sutherland Lumber Company	71.10	
Total Toms Baobao	8.03	
Total Vaughan Pools of Sedalia	723.78	
Total Walmart Community/RFCSLLC	28.71	
Total Whites Dry Cleaners	43.20	
Total Whitlles	82.03	
Total Wicked Willies Sports Grill	251.34	
Grand Total	8,094.51	

## Internal Analysis

*This analysis takes stock of what is currently taking place within the school district. It identifies areas of strength and areas for improvement. Improvement issues are the natural outgrowth of studying where the district is today and what it wants to become in the future.*

### Sources

*Documents, which were reviewed in preparation for the internal analysis of the school district, included:*

- *District Assessment Data*
- *Annual Performance Report*
- *Student Attendance and Graduation Rate*
- *Curriculum Plan*
- *NEE student survey*
- *Facility Studies*
- *Technology Plan*
- *NEE Evaluation Tool*
- *Sedalia Connections Newsletter*

## Strengths

### Education

- Keeping Sedalia 200's mission in the forefront of planning
- Fully Accredited
- Pettis County Cooperative for Early Childhood
- Collaborative school board
- Aligned curriculum to current state standards
- Data- driven professional development
- Well-attended summer remedial programs
- Summer enrichment programs at elementary and secondary
- Strong involvement and a wide variety of successful extra-curricular and co-curricular activities that address all student interests. Such as: JROTC, Team Scream, New Score and Smith Cotton athletics
- Successful Title I school-wide program Pre-K – grade 4; (Pre-K has been expanded which has doubled the student population being served)
- Newly structured ELL Program for grades 1-5 (2015)
- Whittier Alternative School
- Night school program at Whittier High School (PLATO)
- Universal breakfast /free lunch program (Pre-K through grade 5)
- University partnerships
- Increased technology throughout the district by adding wireless capabilities and educational technology staff for training and support
- Leadership Academy (opportunities and support for future administrative positions)
- Free developmental screenings for preschoolers
- Meeting the needs of diverse learners through a cohesive special education program pre-K-12.
- Additional AP and dual credit courses offered in conjunction with SFCC and UCM
- Gifted Program (REACH) for grades 3-12
- PLTW and Launch programs for STEM: goal to become District wide STEM school by 2019
- FIT Internship program ( 40 hours internship for Jr. and Sr.'s)
- High school credit recovery program
- Grow Your Own Student program starting 2017-18
- Administrative Grow Your Own program starting 2016-17
- Connecting the Prairie to the Ivy ( students will visit Ivy League schools )
- Closely monitored financial resources to further enhance the educational process

- Teen pregnancy is down ( 2016-17 year, we have 11, and no one below a sophomore in age)
- Mental health has become a state and local focus of discussion

#### **Staff**

- Caring staff willing to improve to meet student needs
- High staff expectations for all students
- Highly qualified staff and administrators
- District K-6 Math Coach
- Instructional coaches: one in each elementary building, one at the Middle School, and one at the Jr. High
- Instructional technology facilitators: Elementary, Junior High, and High School levels
- Behavior Interventionist Specialist
- Locally competitive salaries for certified staff
- First year mentoring program provided by a retired certified teacher.
- Our District Nurse Coordinator attends state mental health meetings.
- Superintendent is a member of MASA and MSBA mental health cohort.

## **Internal Analysis** *. . . . .continued*

#### **Community and Parent Involvement**

- Business/industry partnerships in all schools
- Active alumni group: Sedalia School District Foundation
- Gateway To Change program ( Students from SC on a panel with students from St. Louis to address and change racial issues )
- Service Learning programs ( Schools working to impact community)
- Production of Tiger Times monthly newsletter by students
- Production of Tiger Pride Magazine produced annually by Communications Director
- Rookie Reporter Tiger Times students interviews on school topics are submitted and published in the local daily newspaper
- Active PTA
- Improving communications with parents, students, staff, and community with the addition of a Communications Director who is in charge of district social media such as Facebook and Twitter
- Implementation of Blackboard and SIS-K12 Parent Portal and the Sedalia School District App.
- Effective working relationships with county and city government

- Student ran Community Café
- Staff contributions to community: United Way and volunteer hours in community
- HOSA club ( students exploring health occupations with field trips and speakers after school)

### **Facility Improvements**

- Facility improvements: FEMA building at the Smith Cotton Jr. High (2010), Smith Cotton High School (2009-2010), additional space added to Parkview and Skyline Elementary (2007), Jennie Jaynes Activities Complex (2015), Freshman Wing at Smith-Cotton High School (2015), Smith-Cotton High School gym and additional classroom space (construction complete 2016)
- Restructured the Harriet A. Wolfe media center to include a Commons Area and 2 new classrooms.
- Seven new classrooms at the Jr. High School by remodeling the old cafeteria ( 2017-18)

### **Safety**

- Student Resource Officer (SRO) and two additional armed security guards
- Surveillance cameras in all buildings with a buzz-in system for front doors and eye hook locks for each interior door
- Magnetic keycards for access at Jr. High and High School
- Magnetic security added for individual classrooms so they can be locked at all time and secured in an instant.
- Unarmed security guard for constant monitoring of district's 300+ safety cameras

## **Challenges**

### **Education**

- Areas from the MSIP report
- Top 10 by 20
- Continuous long-range planning
- Revise and implement curriculum to improve instruction and student performance
- Meeting the needs of our diverse community of learners
- Student/teacher ratios

- Increased severity of behavioral issues and staff support (PreK through grade 4)
- Teen Pregnancy
- Mental Health

#### **Staff**

- Maintain competitive staff salaries
- Lack of qualified district substitutes
- High stress level and teacher turnover rate
- Student/teacher ratios

#### **Community and Parent Involvement**

- Overall parental involvement in child's educational welfare
- Visibility of community support in educational and extra-curricular activities

#### **Facility Improvements**

- Capital improvement
- Growing student population

## **External Analysis**

### **City Census Population and Family Structure –**

- **Positives:** Business growth is creating new jobs while attracting families that are both traditional and non-traditional in structure. Acceptance of proliferation of nontraditional family forms and new types of households including additional students. Latest census information in 2013 for Sedalia: Population 21,492; Population change since 2000 is +5.7%.
- **Challenges:** Managing the increase in education cost in relation to population growth while meeting the needs of our diverse population. Highly mobile student population has increased from 798 in 2013-2014 to 887 in 2014-2015. Current total population is 5054 compared to 2011-2012 when it was 4699. Teen pregnancy continues to be an issue. According to the Sedalia Master Plan from 2000 - 2013, the median rent increased from \$430 to \$709 per month. ( Sedalia Area Chamber of Commerce statistics) Estimated median household income for Sedalia (2013) \$31,519
- **Goals:** Additional revenues to aid the district in the assumption of increased cost associated with providing education to the changing population. Reconfigure district school buildings; and investigate the current utilization of the 5th grade middle school, add additional alternative school settings. Increase use of the ELL program and services to level 1 students on the ACCESS. Provide resource information to families for community support programs available through the social workers.

## Sedalia Salaries vs. Surrounding Areas

- **Positives:** Within the Sedalia Master Plan, (p. 9) “Sedalia has shown resiliency in regard to retaining population growth and economic stability even during times where national and regional trends are in decline.” Continue commitment to attract and retain quality personnel.
- **Challenges:** Maintain competitive salaries based on regional and national trends.

## Technology

- **Positives:** Ease of access via personal mobile devices and internet connected smartphones, internet enabled TVs and gaming devices.
- **Challenges:** Constant upgrading of technological infrastructure and having to build new professional development programs to maintain faculty knowledge. Rapid evolution and shifts in the technological landscape proving increasingly challenging to determine what works best and is most efficient. Monitoring appropriate use of devices at school is a security concern. Due to the current poverty level issue, not all students have accessibility while outside school. Cost to maintain up to date infrastructure and bandwidth to provide access.
- **Goals:** Provide training/classes and information to students and their families about the importance of their digital footprint in relation to social media beginning at the middle school. Allow use of libraries for students on a regular basis to have accessibility to technology not available at home.

## Economic Climate

- **Positives:** Well-established industries and businesses provide a stable base for economic development to actively recruit new businesses to the area (#1, page 20, C.3). While median incomes ( in Sedalia median income is \$31,519) are rising, poverty is a concern with 65% of the student population receiving free or reduced lunch.
- **Challenges:** Meeting the needs of increased student population due to the growth of industry; maintaining appropriate student to teacher ratio due to increase of population; 25% of population come from homes living below the poverty line.
- **Goals:** Decrease student:teacher ratios. Promote programs already in place both school-side and within the community – Dental and Vision help, Buddy Backpack, CACTUS, Coat Lady, Lions Club, Churches adopting families, Salvation Army, United Way, Boys and Girls Club, Rotary and Open Door

## Community Patterns

- **Positives:** Increased community involvement – Sedalia School District Foundation; Chamber of Commerce; Pettis County Community Partnership (PCCP); business partnerships; downtown development (DREAM); growth of SFCC by partnership with Central Methodist University; developing interagency relationships.
- **Challenges:** Increase in poverty levels and concerns about crimes within the community. Conflict resolution skills for community members: some sort of sponsored education open to all regarding how to peacefully resolve conflict situations.

# Comprehensive School Improvement Plan (CSIP)

Date: February 10,2017

x District Plan     District Name: Sedalia School District #200 County/District Code: 080125

Grades Served: Pre-K - 12

## Regional School Improvement Team

*See guidance for all individuals who need to be included in the regional school improvement team.*

Name	Position
1. Ms. Shelley Aubuchon	<b>Area Supervisor</b>
2. Mr. Brad Pollitt	<b>Superintendent</b>
3. Mrs. Sara Sawyer	<b>Parent</b>
4. Mr. Kenny Coffelt	<b>District Board Member</b>
5. Mrs. Stacy Curry/Mrs. Robin Wyatte	<b>Principal</b>
6. Mrs. Laura Peck	<b>Building Personnel</b>
7. Mrs. Jennie Guerrini	
8. Dr. Nancy Scott	
9. Mrs. Katie Ellis	

<p><b><i>Description of the planning process and how staff and stakeholders will be informed and engaged in the accountability plan.</i></b></p>	<p>The CSIP was developed through the combined efforts of board members, staff, administrators, students, parents/guardians and community members and is ongoing. Goals, rationales, and outcomes are provided in sufficient detail to direct the improvement efforts of the district for a three to five year period. The CSIP is evaluated and updated as necessary.</p> <p>This plan will go to the Board of Education for approval, and it will be put on the District website for all stakeholders to view. It will be shared within each school building so all are informed about the district’s goals and can contribute to meeting and exceeding those goals.</p>												
<p><b>Beliefs/Vision/Mission Statement</b></p>	<p><b>Our mission</b> is to provide a challenging education in a safe environment for all students, so they will become productive, responsible, and successful members of our diverse society.</p>												
<p><b>Board of Education</b></p>	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">1. Dr. Jeffrey Sharp</td> <td style="width: 50%;">7. Mr. Scott Gardner</td> </tr> <tr> <td>2. Mr. Michael Stees</td> <td></td> </tr> <tr> <td>3. Mr. David Wolf</td> <td></td> </tr> <tr> <td>4. Mr. Kenney Coffelt</td> <td></td> </tr> <tr> <td>5. Ms. Diana Nichols</td> <td></td> </tr> <tr> <td>6. Mrs. Stephanie Lefevers</td> <td></td> </tr> </table>	1. Dr. Jeffrey Sharp	7. Mr. Scott Gardner	2. Mr. Michael Stees		3. Mr. David Wolf		4. Mr. Kenney Coffelt		5. Ms. Diana Nichols		6. Mrs. Stephanie Lefevers	
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2. Mr. Michael Stees													
3. Mr. David Wolf													
4. Mr. Kenney Coffelt													
5. Ms. Diana Nichols													
6. Mrs. Stephanie Lefevers													

<b>District Administration</b>	Superintendent: Mr. Bradley Pollitt Assistant Superintendents: Dr. Nancy Scott , Mr. Steve Triplett Director of Special Education: Mr. Chris Pyle Director of Curriculum , Instruction & Assessment : Mrs. Carla Wheeler
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## *Core Elements for Student Achievement*

### Leadership

An effective leader is a competent instructional leader and manager who continuously acquires new knowledge and skills and is constantly seeking to improve their leadership practice to provide for high academic achievement for all students.

#### **SMART Goal (Specific, Measurable, Achievable, Relevant and Timely):**

1. Developing/guiding teachers: All building administrators will evaluate 100% of teachers and provide effective feedback within 48 hours.
2. Each administrator will meet quarterly with the superintendent to review student achievement data. Student achievement data will improve from the spring of the previous year to the spring of the current year.
3. Building administration continually works to improve student attendance, which has a direct effect on student achievement. 90% of students will have 90% attendance for the school year.

#### **Rationale (name the existing conditions/data points to support the selection of the objective/goal):**

Map Index Score by Building: Spring 2015 Scores and Attendance end of year percentages ( added 2016 scores)

2015 :Heber Hunt: ELA 303.8 / Math 298.1 Attendance : 91%	2016: HH: ELA 382.1/Math 352.3 /Attendance 93.1%
2015:Horace Mann : ELA 380.5 / Math 345.1 Attendance : 91.3%	2016: HM: ELA 363.8/Math 373.2/Attendance 91.4%
2015: Parkview: ELA 353.3 / Math 338.9 Attendance : 92.8%	2016: PKV: ELA 333.9/ Math 339.0/Attendance 92.9%
Skyline : ELA 391.1 / Math 332.1 Attendance : 92.7%	2016: Sky: ELA 363.0/ Math 357.4/Attendance 92.3%
Washington: ELA 327.4 / Math 317.9 Attendance : 88%	2016: Wash: ELA 331.5/ Math 328.1/Attendance 92.1%
SMS:ELA 319.1 Math 320.1/ Science 328.8 Attendance : 92.4%	2016: SMS: ELA 354.1/Math 319.1 / Science 336.8/Attendance 93.9%
SCJH:ELA 319.9/ Math 295.0 / Science 360.6 Attendance : 85.6%	2016 SCJH: ELA 326.2/Math 323.7/Science 333.5/Attendance 93.6%
SCHS: ELA 370.2 / Math 321.5 / Science 369.3 / Am. Govt. 360.5 Attendance : 79.4%	2016 SCHS: ELA 395.1/Math 354.0/Science 382.9/Am Govt 350.0 2016: SCHS Attendance 86%

Attendance data: 2014-15 school year. \* New data added from 2015-16 school year.

- Vigorous recruitment of highly qualified candidates with experience
- A structure that enables collaboration and teamwork
- A focus on instruction, organizational development, and change management
- Regularly scheduled collaboration times to meet with teachers to discuss student growth
- Follow-up with ways to help the teacher foster student achievement and close the learning gap in the classroom
- Targeted professional development for teachers based on NEE evaluation

Funding Source(s): Title II, VI, and local/state

**Measurable Adult Behaviors:**

- Building Administrators present in classrooms
- Building Administrators/Instructional Coaches and teachers will be meeting regularly to discuss curriculum and assessment.
- Building Administrators will be asking to look at evidence provided by teachers that students are improving on identified standards (student data and student work)

Action Steps	Start Date	Person Responsible	Resources	Complete / Date
<p><b>30 Days:</b></p> <ol style="list-style-type: none"> <li>1. First meeting between principals and superintendent to set goals and discuss achievement targets</li> <li>2. Begin teacher evaluations and provide feedback within 48 hours to teacher</li> <li>3. Meet with Supt. quarterly to discuss District/Building/Individual goals</li> </ol>	August (yearly)	Superintendent and principals	Previous end of year testing data.	<input type="checkbox"/> / end Sept yearly
<p><b>60 Days:</b></p> <ol style="list-style-type: none"> <li>1. Continue with walkthrough observations</li> <li>2. Meet with Supt. quarterly to discuss District/Building/Individual goals</li> <li>3. Provide targeted PD based on observation</li> </ol>	October (yearly)	Principals and teachers	observations	<input type="checkbox"/> /end October yearly
<p><b>90 Days:</b></p> <ol style="list-style-type: none"> <li>1. Observations continue and conferencing</li> <li>2. Teachers work on PDP as needed</li> <li>3. Meet with Supt. quarterly to discuss District/Building/Individual goals</li> </ol>	Nov/Dec	Principals and teachers	observations	<input type="checkbox"/> / Nov/Dec yearly
<p><b>Long Range:</b></p> <ol style="list-style-type: none"> <li>1. Recommend for re-employment or termination</li> <li>2. Teachers should be implementing PD as prescribed by</li> </ol>	Jan / Feb	Principals and teachers	observations/ conferences	<input type="checkbox"/> / Jan/ Feb yearly

observations				
3. Continue with teacher development				
4. Meet with Supt. quarterly to discuss District/Building/Individual goals				

## Facilities and Resources

Provide and maintain appropriate instructional resources, support services and functional and safe facilities.

### SMART Goal (Specific, Measurable, Achievable, Relevant and Timely):

1. Sedalia School District #200 facilities will meet the standards set for size, maintenance and health in order to house educational programs in a safe environment.

### Rationale (name the existing conditions/data points to support the selection of the objective/goal):

- Building administrators will perform a walk through inspection in August and January and a report will be sent to Assistant Superintendent for Buildings and Grounds
- Safety drills will be implemented and reported to the Safety Coordinator
- Fire Drills quarterly, Tornado Drills Bi-annually, Intruder Drills Bi-annually, Bus Evacuation and Lockdown Drills Bi-annually
- Weekly safety inspections of the playground equipment at each building will be conducted by the head custodian
- Build additions to meet programming needs
- Meet the space requirements as specified by national standards
- Alleviate deferred maintenance, replace roofs, systems, lighting as needed
- Increase student safety; install video surveillance in buildings /grounds as needed, upgrade door hardware, upgrade locking systems, update crisis management plans annually
- Increase energy efficiency in all buildings by replacing light switches with occupancy sensors
- Address ADA requirements, inspect corridors, elevators, sidewalks, and restrooms for ADA accessibility
- Armed Security Personnel ( three in the district)
- Buzz in safety systems in every building

### Research Based Strategy (ies) for Implementation:

Leadership promotes high expectations for all staff and provides in-service when needed.

**Funding Source(s): Local/State funds**

### Measurable Adult Behaviors:

- Leadership meets with head maintenance personnel daily.
- Building leadership maintains effective working relationships with all maintenance staff to learn about issues and to keep abreast of needs and priorities for building safety, cleanliness, and function.

Action Steps	Start Date	Person Responsible	Resources	Complete / Date
<b>30 Days:</b> <ol style="list-style-type: none"> <li>1. Evaluate summer work and needs still pending</li> <li>2. Determine priority needs now</li> <li>3. Review 5 year maintenance plan as required</li> </ol>	Aug yearly	Asst. Superintendent & Head Maintenance		<input type="checkbox"/> /annually
<b>60 Days:</b> <ol style="list-style-type: none"> <li>1. Continue with needed priority items</li> <li>2. Review 5 year maintenance plan as required</li> </ol>		Asst. Superintendent & Head Maintenance		<input type="checkbox"/> /annually
<b>90 Days:</b> <ol style="list-style-type: none"> <li>1. Continue with priority needs</li> <li>2. Review 5 year maintenance plan as required</li> </ol>		Asst. Superintendent & Head Maintenance		<input type="checkbox"/> /annually
<b>Long Range:</b> <ol style="list-style-type: none"> <li>1. Determine summer needs</li> <li>2. Establish order of priority</li> <li>3. Work as needed according to the 5 year maintenance plan</li> </ol>		Asst. Superintendent & Head Maintenance		<input type="checkbox"/> /annually

## Curriculum and Assessment

Curriculum and assessments are comprehensive and aligned with the core academic standards.

### SMART Goal (Specific, Measurable, Achievable, Relevant and Timely):

Students will be college and career ready upon graduation by aligning curriculum and assessment to state standards. The composite score of ACT will increase from 20.6 in 2015 to 21.2 in 2016, to 21.7 in 2017.

- Composite score of ACT Statewide Census in 2015 was 18.4, in 2016 it was 19.4

### Rationale (name the existing conditions/data points to support the selection of the objective/goal):

- 
- Additional departments will incorporate reading strategies and ACT standards into their coursework in the 2016-17, 2017-18 school years
  - To show growth of all students toward college and career standards
  - To determine student growth, or lack of, and design interventions / reteaching plans as needed
  - To guide instruction on a daily basis

### **Research Based Strategy(ies) for Implementation:**

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- Data driven decision making
- Collaboration of teachers
- Quarterly Common Assessments
- Routine Formative Assessments
- Instructional Coaches – ELA & Math
- Implement the ACT prep sessions during the 2015-16 school year for all Juniors ( 2016 Update: ACT prep sessions required for all Juniors)
- Train additional staff to teach the ACT prep course, in 2015 there are eight who will receive additional training to keep up with changes. Eleven new staff members will be trained in the 2015-16 school year. Additional staff and trainings will continue to take place as needed ( 2016 Update 19 staff members available to teach the ACT prep course in 2016)
- Incorporate ACT standards into advanced course curriculum at the high school level in English III 2015-16 year \* 2016-17 - ACT stds are incorporated into Eng II course.
- ACT practice with released items or on ACT practice websites
- A guaranteed and viable curriculum is strongly related to student achievement at the school level (Marzano, 2003, What Works in Schools)
- All teachers should be familiar with the curriculum-in terms of content, levels of difficulty, expected progressions-and share common interpretations about these with each other (Hattie, 2012, Visible Learning for Teachers)
- Teachers recognize the importance of long-range planning and curriculum development. (Marzano, 2007, Teacher Growth Guide, Quality Standard 3, Quality Indicator 1)
- Tighe and Wiggins, 2004, Understanding by Design, support developing curricula and assessments with a focus on deepening students' understanding of important ideas

**Funding Source(s): State & Local Dollars**

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**Measurable Adult Behaviors:**

- Instructional Coaches will plan weekly/ bi weekly with teachers
- Teachers will attend and implement Professional Development strategies related to curriculum & assessment provided by Sedalia School District #200
- Increase from eight teachers certified to teach the ACT prep course to 19 teachers \* 2016-17 This increase has taken place.
- Teachers will use pacing guides to maintain student engagement and ensure appropriate levels of instructional complexity to advance to the next grade/course
- Teachers will frequently review the scope and sequence for each content area to ensure common understanding of the standards and vocabulary expected to be taught in the classroom
- Teachers will frequently review grading procedures to align curriculum, instruction and assessments with the report card system
- Teachers will identify specific learning targets in daily lesson plans
- All teachers and administrators will seek research-based professional development opportunities to enhance the work of data teams, vertical teams, and Professional Learning Communities
- Administrators, including central office administrators, will monitor the effectiveness of teacher teams and make adjustments where necessary to maximize collaborative efforts at the building level

Action Steps	Start Date	Person Responsible	Resources	Complete / Date
<p><i>30 Days:</i></p> <ol style="list-style-type: none"> <li>1. Enroll students in the ACT course for Juniors</li> <li>2. Continue to work with curriculum and integration of ACT stds.</li> </ol>	June/August	Counselors		<input type="checkbox"/> /August 1
<p><i>60 Days:</i></p> <ol style="list-style-type: none"> <li>1. Continue to work with curriculum and integration of ACT stds.</li> <li>2. Departments will collaborate on ACT reading and analysis across the curriculum.</li> <li>3. Assess student success using formative assessments and plan instruction based on the data.</li> </ol>	Oct	Counselors, Principals, Director of Curriculum, High School Testing Coordinator/Technology Instructional Coach, Teachers	ACT standards/Curriculum	<input type="checkbox"/> /Oct 31
<p><i>90 Days:</i></p> <ol style="list-style-type: none"> <li>1. Continue to work with curriculum and integration of ACT</li> </ol>				<input type="checkbox"/> /Dec 31

stds. 2. Assess student success using formative assessments and plan instruction based on the data. 3. Planning for all Juniors to take the ACT test on state prescribed day.	Nov/Dec	Counselors, Principals, Director of Curriculum, High School Testing Coordinator/Technology Instructional Coach, Teachers	Assessment Data/ACT standards/Curriculum	
Long Range: 1. Continue to work with curriculum and integration of ACT stds. 2. Assess ACT data and determine student needs for increased achievement	May- August	Principals, Teachers , Counselors, Director of Curriculum., High School Testing Coordinator/Technology Instructional Coach	ACT data/ College data	<input type="checkbox"/> /Aug 25 ( begin of next school year. )

## Effective Instruction

Effective teachers are caring, reflective practitioners and lifelong learners who continuously acquire new knowledge and skills and are constantly seeking to improve their teaching practice to provide high academic achievement for all students.

### SMART Goal (Specific, Measurable, Achievable, Relevant and Timely):

100% of teachers will be evaluated annually and given an average score over multiple indicators (teaching practices) set by the administrative team. Each teacher will make progress towards improving his/her score or maintaining high levels of effective instruction. The revised evaluation process will be used as a tool to encourage professional growth and development for all teachers and administrators. The District average on the NEE Indicator 1.2- Cognitively engaging students in subject matter will increase from 5.0 in 2014-15 to 5.3 in 2015-16, 5.55 in 2016-17 and 5.75 in 2017-18. NEE Indicator 4.1 - Instructional strategies leading to student problem solving and critical thinking will improve from the District average of 4.7 in 2014-15 to 4.9 in 2015-16, and to 5.1 in 2016-17 and 5.3 in 2017-18.

### Rationale (name the existing conditions/data points to support the selection of the objective/goal):

The District average on NEE Indicator 1.2- Cognitively engaging students in subject matter will increase from 5.0 in 2014-15 to 5.3 in 2015-16, 5.55 in 2016-17 and 5.75 in 2017-18.

The District average on NEE Indicator 4.1 - Instructional strategies leading to student problem solving and critical thinking will improve from the District average of 4.7 in 2014-15 to 4.9 in 2015-16, and to 5.1 in 2016-17 and 5.3 in 2017-18. In the 2015-16 school year we added NEE indicator 7.4: The teacher monitors the effect of instruction on the whole class and individual learning. The 2015-16 avg was 4.48. We will improve this average to 5.0

in the 2016-17 school year.

\*\*Actual District averages on the indicators for the 2015-16 school year are: Indicator 1.2-5.06 ; Indicator 4.1- 4.68 ; Indicator 7.4- 4.48

### **Research Based Strategy(ies) for Implementation:**

- A research based growth model will be used
- Professional Development will be provided based on District needs
- Administrators attend NEE organization training (College of Education, University of Missouri)
- Administrative team reviews teacher videos to ensure calibration of scoring within our district
- New administrators must be NEE trained
- Annual required training to be a certified evaluator
- Regular/ongoing meaningful feedback by administrators
- New teachers will be observed 7 times per year and all others will be observed 4 times
- Kagan Cooperative Learning opportunity provided to district employees in summer of 2015 to help with cognitive student engagement and problem solving and critical thinking ( indicators 1.2 , 4.1 and 7.4)
- Cooperative learning professional development provided on all district professional development days for 2015-16 from 8 a.m. to 11.am. to provide support for NEE indicators 1.2, 4.1 and 7.4
- Teachers will use strategies to assist students in evaluating and modifying personal learning goals based on personal performance data. (Marzano, 2007, Teacher Growth Guide, Quality Standard 2, Quality Indicator 2)
- Teachers will use the most effective instructional strategies often in their classrooms (Hattie, 2012, Visible Learning For Teachers)
- Teachers provide differentiated learning opportunities that are adapted to diverse learners and support the intellectual, social, and personal development of all students (Marzano, 2007, Teacher Growth Guide, Quality Standard 2, Quality Indicator 1)
- Teachers understand and use formative and summative assessment strategies to assess the learner's progress and use assessment data to plan ongoing instruction. (Marzano, 2007, Teacher Growth Guide, Quality Standard 7, Quality Indicator 1)
- Teachers monitor the effect of instruction on individual/whole class learning. Hamilton, L., Halverson, R., Jackson, S., Mandinach, E., Supovitz, J., & Wayman, J. (2009). Using student achievement data to support instructional decision making (NCEE 2009-4067). Washington, DC: National Center for Education Evaluation and Regional Assistance, Institute of Education Sciences, U.S. Department of Education.

**Funding Source(s): Local, Title II, Title VI, Professional Development funds**

**Measurable Adult Behaviors:**

- After each observation the teacher and building administrators /evaluator must meet within 48 hours to reflect on observation and discuss possible highly effective teacher strategies. Teachers will attend in person or online, targeted professional development to strengthen areas of concern.
- 100% of teachers will develop a PDP based on individual teacher needs and areas that improvement is needed. Teachers will work with building administrators to establish an on-going professional development plan that will enable them to meet personal, professional and student achievement goals.
- 100% of teachers will develop and teach a Unit of Instruction annually.
- Certified teaching staff will attend professional development and implement strategies learned.
- Teachers will use student achievement data to provide differentiated and effective instruction. Teachers will provide evidence of this practice in the classroom and documentation will occur at least monthly as a result of the district performance evaluation process.
- Teachers will meet at least every other week to self-reflect and collaborate on instructional practices and student progress.

Action Steps	Start Date	Person Responsible	Resources	Complete / Date
<b>30 Days:</b> <ol style="list-style-type: none"> <li>1. NEE evaluations begin</li> <li>2. Meaningful reflective conversations b/n teacher and administrator</li> <li>3. Administrative team views local teaching video for consistency and discussion</li> </ol>	September	Building administrators and teachers	Nee evaluation technology	<input type="checkbox"/> /October 1
<b>60 Days:</b> <ol style="list-style-type: none"> <li>1. Attend professional development and implement strategies</li> <li>2. Continue conferencing with building administrators</li> <li>3. Work on PDP as needed</li> </ol>	Oct	Building administrators and teachers	Nee evaluation technology , professional development	<input type="checkbox"/> / Oct 31
<b>90 Days:</b> <ol style="list-style-type: none"> <li>1. Continue PD opportunities for continued improvement as needed</li> <li>2. Conferencing with principal</li> <li>3. Principals should make reemployment plans with individual staff</li> </ol>	Nov/Dec	Building administrators and teachers	Nee evaluation technology	<input type="checkbox"/> / Dec 31
<b>Long Range:</b> <ol style="list-style-type: none"> <li>1. Improve the quality of instruction district wide.</li> <li>2. Improving student achievement through quality teaching</li> <li>3. Interviewing appropriate candidates for open jobs</li> </ol>	May -August	Entire administrative team and teaching staff	Nee evaluations, professional development and meaningful feedback	<input type="checkbox"/> /May 2018



**SSD**

**Sedalia School District #200**

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**Bradley R. Pollitt, Ed.S.**  
Superintendent

**Nancy L. Scott, Ed.D.**  
Assistant Superintendent  
Human Resources  
Federal Programs

**Steven G. Triplett, Ed.S.**  
Assistant Superintendent  
Buildings & Grounds  
Support Services

**Harriet Wolfe, E.d.D.**  
Chief Financial Officer

**Chris Pyle, Ed.S.**  
Director of  
K-12 Special Education

**Carla Wheeler, M.E.D.**  
Director of Curriculum  
Instruction & Assessment

**Bob Satnan, B.A.**  
Communications Director

Whereas this organization recognizes the important role a high-quality educational system plays in achieving and maintaining a vibrant community with strong prospects for continued growth and development; and

Whereas, State Fair Community College provides essential education, job training and workforce preparation for students of all ages to help them learn new skills and obtain well-paying jobs in high-demand technical careers; and

Whereas, a highly skilled, adaptive workforce is vital in supporting local and regional employers and retaining a vibrant generation of employees for thriving communities, and SFCC is committed to training employees to meet area workforce demands of current and emerging industries; and

Whereas, the State Fair Community College Board of Trustees resolves to continue to construct and equip the college with facilities and programs that will increase educational opportunities for all area students; and

Whereas, workforce preparedness and technical education must adapt as business and industry change, and SFCC needs to construct a technical education facility to provide students with up-to-date equipment and labs and expanded access to technical education programs; and

Whereas, State Fair Community College has worked diligently to gather stakeholder and community input on priorities in the creation of a comprehensive Campus Master Plan that identifies a technical education facility as the highest priority,

Now, therefore, be it resolved that Sedalia School District #200 expresses its support of State Fair Community College's Building Strong Futures initiative and its work to improve technical education programs in the communities it serves.

\_\_\_\_\_  
President

\_\_\_\_\_  
Date

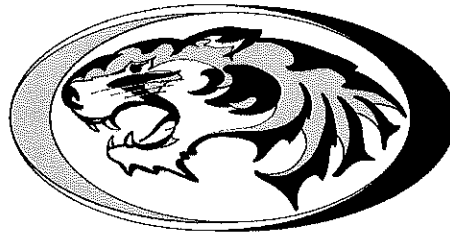
\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date

**Accredited with  
"Distinction in  
Performance  
2011-2012  
2012-2013"**

Sedalia #200 is an equal  
opportunity and affirmative  
action employer

**SMITH-COTTON**  
HIGH SCHOOL



2010 TIGER PRIDE BLVD  
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**HOME OF THE TIGERS**

Wade Norton, Ed. S.  
Principal

Robin Wyatte, MSE  
Assistant Principal

Joseph Doyle, MSE  
Assistant Principal

Stacy Curry, MSE  
Assistant Principal

## Memo

Date: 3/1/17

To: Board of Education

Cc: Brad Pollitt

From Wade Norton

Re: Student Representative to Board

The committee believes the student representative will give the board another view of the school district. The yearly elections for the representative will take place in May along with other building elections. The term of the representative will begin with the August board meeting and end with the May board meeting. The committee believes the best way for the student representative to communicate with their fellow students will be through email at the 6-12 level and with a short written statement to be read at each elementary meeting by the building administrator.

### Items to Note:

\*The scholarship committee will consist of superintendent, high school principal, and up to two building counselors.

\*The committee felt it best to have the representative be a current sophomore or junior. A senior representative will have other responsibility that may interfere with board meetings.

\*I have attached changes to the proposed board policy.

If you have any questions, please feel free to contact me.

Respectfully,

Wade



ORGANIZATION, PHILOSOPHY AND GOALS

Policy 0370

School Board Organization

Student Advisor To The Board Of Education

The Sedalia Board of Education recognizes the unique perspectives held by students on issues impacting the school district. Therefore, a high school student of the Sedalia School District #200 will serve as a nonvoting advisor to the board, pursuant to this policy.

Students interested in serving as the student advisor to the Sedalia Board of Education will submit a one-to two-page essay to the Smith-Cotton High School (SCHS) Scholarship Committee and an appointed Board member explaining how they would represent the students on the Sedalia Board of Education. The Scholarship Committee and an appointed Board member will select two or three candidates to be presented to the Smith-Cotton High School student body for election to the Sedalia Board of Education as the student advisor. The election will be held in December each year. The term will begin January 1 each year and end on December 31 of the same year. The student advisor may only serve one term. The student advisor exists at the discretion of the Sedalia Board of Education.

A student must be a sophomore or junior to be eligible for the position. In addition, the student must be enrolled as a full-time student (may include dual enrollment) in the district throughout his or her one-year term. The student selected may not have been suspended from high school or suspended from any high school-sponsored activities before or during his or her term. The student representative shall not violate any of the provisions of the discipline code as set forth in the Smith-Cotton High School Student Handbook. The Board reserves the right to remove a student as student advisor for any reason including, but not limited to, situations where the student is suspended from school, violates the law, fails to attend the necessary meetings, or is no longer enrolled in school. In the event a vacancy is created due to a removal or resignation, the Scholarship Committee will nominate another student for the remainder of the term upon appointment by the Board.

The student advisor is expected to attend all regular Board meetings unless excused by the Board. The student advisor may be directed by the Board to report on particular issues. The student advisor will be expected to communicate with district students on a regular basis at all district schools. The student advisor may not vote on any issue and will not have access to closed information. The student advisor will receive the same Board packet distributed to the rest of the Board, except for any closed information.

Once appointed, the student advisor will meet with the Board president, superintendent or designee for training. Mininally, the student advisor will be informed of the Sunshine Law, basic parliamentary procedure and Board policies affecting the operation of Board meetings.

1. MAY
2. AUGUST
3. MAY
4. SCHOOL

November 2016



## DISTRICT OFFICE MEMO

To: Board of Education  
From: Bradley Pollitt  
CC: Pam Moon  
Date: 3/9/2017  
Re: 2017-2018 Salary Schedules

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We are currently working on salary schedules and are waiting on the amount of the insurance increase before we can finalize.

I will update you in the Friday update once the salary schedules are ready for consideration.

Thank you.