

OFFICE OF EDUCATIONAL ACCOUNTABILITY
Summary of State Board of Education Agenda Items
January 16-17, 2014

OFFICE OF ACCREDITATION

26.B. Approval of the Corrective Action Plan for the Greenville School District in Accordance with Accreditation Policy 2.8.1

Executive Summary

In accordance with Accreditation Policy 2.8.1 of the *Mississippi Public School Accountability Standards, 2012*, a school district that has been assigned a PROBATION or WITHDRAWN accreditation status must submit a Corrective Action Plan (CAP) with defined timelines in which to correct the district's deficiencies. In accordance with policy 2.8.1, the State Board of Education implements the program of development in each district in accordance with Section 37-17-6(10), Mississippi Code of 1972, as amended.

The Greenville School District was assigned a PROBATION status by the State Board of Education on September 13, 2013. The district submitted the CAP to the Mississippi Department of Education within sixty (60) days of notification as required. Each program office has reviewed the section of the CAP applicable to its office and has approved the corrective actions and timelines provided by the school district.

The Greenville School District currently has the following issues of noncompliance with accreditation policies and process standards on record: Accreditation Policy and Process Standards 8.1, 35, 35.1, 35.2, 35.3, 36, 36.1, 36.2, and 36.3.

Recommendation: Approval

Back-up material attached

Greenville Public School District
 Corrective Action Plan
 Office of Accreditation Findings

Name of School District **Greenville Public Schools**

Date **March 27, 2013**

Superintendent's Signature 

| Finding (List information in the columns) | Corrective Action to be Taken | Person/Staff Responsible | Anticipated Date of Completion | Verified Done (Supt) |
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| <p><u>Standard 2.1:</u> MSIS Personnel/Accreditation Report must match other documents in district.</p> | <p>Human Resources will compile/review binder contracts, job descriptions, supplements, licenses, & MDE's approved list of Work Area/Course Codes</p> | <p>Mrs. Collins/HR Department, Pam Dillard</p> | <p>September 15, 2013</p> | |
| <p><u>Standard 2:</u> 2. School board policies that comply with state and federal statutes, rules, and regulations serve as the basis of operation for the district, and current copies of school board policies are published and available for public review. {MS Code 25-41-7; 25-61-1 through 17; 37-9-1 through 75; 37-9-101 through 113; 37-7-301(p)(w); and Federal Civil Rights Act of 1964</p> | <p>Provide copy of adopted flow chart for approving/reviewing policies, a copy of the updated manual, copy of board minutes/agenda showing review & approval of policy, align handbook with policy manual & print web page showing Policy Access. In each building, principals will have a printed copy of the manual available in a designated area in the office and library.</p> | <p>Dr. Taylor, Mr. Barrow/handbook committee, Principals, Directors</p> | <p>April 30, 2013</p> | |
| <p><u>Standard 6:</u> Student support services (appraisal, academic, and/or personal advisement, and educational and/or career planning and referral) are provided in</p> | <p>The high school counselors will create the appropriate schedules and maintain the appropriate documents to certify that services are being provided to children at</p> | <p>Dr. Taylor, High School Administrative Team,</p> | <p>August 30, 2013</p> | |

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| <p>each school by qualified student support personnel. (MS Code 37-9-79)</p> <p><u>Standard 8:</u> 8. All district professional positions requiring licensed staff are filled by staff that are properly licensed and endorsed as required by state law and federal requirements of the No Child Left Behind Act of 2001 (NCLB). MS Code 37-9-71 (SB Policies 7801 and 7802, NCLB, and Federal Code)</p> <p><u>Standard 9:</u> The school district implements a formal personnel appraisal system for licensed staff that includes assessment of employee on-the-job performance. {MS Code 37-3-46(b)}</p> <p><u>Standard 12:</u> The school district complies with state law and State Board of Education policy on enrollment requirements.</p> <p>12.1 Residency requirements {MS Code 37-15-29} (SB Policy 6600)</p> <p>12.2 Immunization requirements {MS Code 37-7-301(1), 37-15-1, and 41-23-37}</p> <p>12.3 Age of entry requirements {MS Code 37-15-9}</p> | <p>the high school</p> <p>MSIS Personnel Report will reflect that 100% of staff is appropriately licensed for courses taught.</p> <p>A copy of BOE approved policies will be supplied to MDE, a copy of board minutes showing approval, a copy of the system/instruments for all staff and a copy of employee handbook.</p> <p>All district records will be reviewed by the appropriate staff for the compiling of correct information and the maintenance of correct information. All records will be corrected and placed in proper form.</p> | <p>High School Counselors</p> <p>Dr. Taylor, Principals, Directors</p> <p>Dr. Taylor, Mrs. Collins/Employee Handbook Committee</p> <p>Dr. Taylor, Pam Dillard, Principals, Directors, Counselors, Secretaries, Nurses</p> | <p>September 15, 2013</p> <p>Policies by April 30, 2013/Handbook by September 15, 2013</p> <p>September 15, 2013</p> | |
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| <p><u>Standard 13:</u> Any transfer student from a school or program (correspondence, tutorial, or home study) not accredited regionally or by a state board of education [or its designee(s)] is given either a standardized achievement test(s) or teacher-made special subject test(s) to determine the appropriate classification of the student within 30 days after filing for transfer. Notice of the administering of such test(s) shall be given to the applicant not less than five days prior to the date of the administration of such test. {MS Code 37-15-33} (SB Policies 3801 & 3802)</p> <p><u>Standard 14:</u> Permanent records and cumulative folders for individual students contain all required data and are collected, maintained, and disseminated in compliance with state law, the Family Educational Rights and Privacy Act of 1974, and the Confidentiality Section of the Individuals with Disabilities Act, 1997 Amendments. (See Appendix E and the current edition of Mississippi Cumulative Folders and Permanent Records Manual of Directions.) {MS Code 37-15-1 through 3; 37-15-6; 37-15-10}</p> | <p>Counselors will maintain files for students that have transferred in from impacted schools/home study that shows the student's entrance date, test administered, and placement. A copy of this file will be maintained on the district level by the District Testing Coordinator.</p> <p>A copy of the BOE approved policies will be supplied to MDE and an orderly and accurate process for setting up and maintain records will be instituted at the high school.</p> | <p>Dr. Taylor, Pam Dillard, Principals, Directors, Counselors, District Testing Coordinator</p> <p>Dr. Taylor, High School Administrative Team, High School Counselors, Teachers</p> | <p>May 30, 2013</p> <p>April 30, 2013</p> | |
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| <p><u>Standard 15:</u> The school district engages in planning to review the educational status of each school in the district and to address specific actions relative to accreditation and performance separately. {MS Code 37-3-49(2) (e)}</p> | <p>A copy of the flow chart and approval process for the SIP and CLIP will be provided to MDE, as well as the board minutes that reflect the approval of the strategic plan.</p> | <p>Dr. Taylor, Directors</p> | <p>April 30, 2013</p> | |
| <p><u>Standard 20:</u> The school district requires each student, in order to receive a high school diploma, to have met the requirements established by its local board of education and by the State Board of Education. (MS Code 37-16-7) (SB Policy 3800)</p> <p>20.1 Each student receiving a standard high school diploma has earned the minimum number of Carnegie units as specified in Appendix A. (See Appendix A.) (SB Policies 2902 and 2903) Students receiving a standard diploma may select from three graduation pathways as specified by the local school district's graduation requirements.</p> <ul style="list-style-type: none"> • Entering ninth graders in 2005-2006 and thereafter (seniors of school year 2008-2009 and later) are required to have a minimum of 21 Carnegie units as specified in Appendix A-1. • Entering ninth graders in 2008-2009 and thereafter (seniors of school year 2011-2012 and later) are required to have a minimum of 24 Carnegie units as specified in Appendix A-2, unless, in | <p>A copy of the BOE approved graduation policy will be supplied to MDE. The high school counselors will go through each individual student record shows accurate grades and SATP scores as well as each transcript from 2011-12 showing that each graduate met the requirements for graduation according to district policy and state standards. In addition, high school counselors will show that individualized student schedules are generated to ensure that graduation requirements are met.</p> | <p>Dr. Taylor, High School Administrative Team, High School Counselors, Teachers</p> | <p>September 15, 2013</p> | |

accordance with school board policy, their parent/guardian requests to opt the student out of Appendix A-2 requirements. This student would be required to complete the graduation requirements specified in A-1.

- Entering eleventh graders in 2010-2011 and thereafter (seniors of school year 2011-2012 and later) who chose the Career Pathway Option are required to earn the minimum graduation requirements specified in Appendix A-3. {MS Code 37-16-17}

- Beginning in school year 2011-2012, all eighth grade students are required to have an Individualized Career and Academic Plan (iCAP) prior to exiting the eighth grade.

20.2 Each student receiving a standard diploma has achieved a passing score on each of the required high school exit examinations. {MS Code-37-16-7} (SB Policies 3600 and 3801)

20.3 Each student who has completed the secondary curriculum for special education may be issued a special diploma or certificate of completion, which states: "This student has successfully completed an Individualized Education Program." {MS Code 37-16-11(I)}

20.4 The student who fails to meet the graduation requirements is not permitted to participate in the graduation exercises.

20.5 Each student with disabilities receiving a Mississippi Occupational

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| <p>Diploma has successfully completed all minimum requirements established by the State Board of Education. {MS Code 37-16-11(2)} (See Appendix G.)</p> <p><u>Standard 23:</u> The school district is in compliance with state and/or federal requirements for the following programs: 23.1 Early Childhood Programs (kindergarten and teacher assistant) {MS Code 37-21-1 et. seq.} (SB Policies 4400, 4401, 6006, and 6301) (Refer to Mississippi Kindergarten Guidelines.) (Districts Meeting the Highest Levels of Performance are exempted from provisions of subsection (4) of MS Code 37-21-7.)</p> <p><u>Standard 27:</u> The school district implements an instructional management system that has been adopted by the school board and includes, at a minimum, the competencies and objectives required in the curriculum frameworks approved by the State Board of Education. (Districts Meeting the Highest Levels of Performance are exempted.) {MS Code 37-3-49(2)(a-b) and 37-3-49(5) and SB Policy 4300} 27.1 DELETED. 27.2 Suggested teaching strategies, resources, and assessment strategies are available to teachers in each school for selection and use in teaching the required competencies. (Districts Meeting the Highest Levels of Performance are</p> | <p>Lesson plans for K must show integrated language arts, music, art, math, dramatic play and physical activities. School will schedule adequate time quiet time and physical activity. The district will schedule 2 dates for parent conferences for K students and the district will designate a person for planning and providing training for K teachers and assistants.</p> <p>Curriculum department will develop/maintain/revise district instructional management plan that contains at a minimum, pacing guides, curriculum maps, suggested activities, & suggest resources. This manual will be present to the BOE in September for approval. Once approved, the manual will be mass produced and distributed to all impacted staff and kept in a designated area in classroom/building. Principals will closely monitor instruction in each classroom. Principals or their designee will print lesson plans, signoff showing review, and these plans will be maintained in a bind that is placed in a specific location in the classroom. Ongoing observations will take place to ensure that teachers are following</p> | <p>Dr. Taylor, Directors, Principals, Instructional Strategists</p> <p>Dr. Taylor, Directors, Principals, Instructional Strategists, Secretaries</p> | <p>September 30, 2013</p> <p>September 30, 2013</p> | |
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| <p>exempted.) {MS Code 37-3-49(2)(c) and 37-3-49(5)}</p> <p><u>Standard 28:</u> The district follows an established board policy that defines criteria for the academic promotion/progression/retention of students. Such criteria prohibit the retention of students for extracurricular purposes.</p> <p>28.1 The school district implements a uniform grading policy. (SB Policy 403) (MS Code 37-11-64 and MS Code 37-11-66).</p> <p>28.2 A student who is enrolled in any grade higher than Grade 6 in a school district must be suspended from participation in any extracurricular or athletic activity sponsored or sanctioned by the school district after a semester in which the student's cumulative grade point average is below 2.0 on a 4.0 scale. {MS Code 37-11-65}</p> | <p>them.</p> <p>A copy of the BOE approved policy will be supplied to MDE.</p> | <p>Dr. Taylor</p> | <p>April 30, 2013</p> | |
| <p><u>Standard 30:</u> The school district provides alternative education programs for the categories of students identified in MS Code 37-13-92. (SB Policies 901 and 902)</p> <p>29.1 The school district provides access to an alternative education program that meets the program guidelines outlined in MS Code 37-13-92 and the guidelines established by the State Board of Education. (SB Policy 901) (See guidelines for Alternative/GED School</p> | <p>Provide MDE with documentation showing that the IIPs at the Alternative Center are complete and accurate and contain all appropriate signatures.</p> | <p>Dr. Taylor, DART, EDAC Director</p> | <p>April 30, 2013</p> | |

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| <p>Programs.)</p> <p>29.2 The school district, in its discretion, may provide access to a GED Option program that meets the program guidelines outlined in MS Code 37-13-92(4) and the guidelines established by the State Board of Education. (SB Policy 902) (See guidelines for Alternative/GED Programs.)</p> <p><u>Standard 32:</u> The curriculum of each high school at a minimum consists of required and approved courses that generate at least 331/2 Carnegie units annually. (See Appendices B and C) {MS Code 37-1-3(2)} (SB Policies 2902 and 2903)</p> <p><u>Standard 34:</u> The curriculum of each elementary or middle school (any configuration of grades K-8) at a minimum consists of reading/language arts, mathematics, science, social studies, the arts, health education, and physical education, which may be taught by a regular classroom teacher. {MS Code 37-1-3(2) and 37-13-134}</p> <p>Note: In any configuration of grades K-8, the curriculum must include ISO minutes of activity-based instruction per week and 45 minutes of instruction in health education per week. Implementation of the activity-based instruction must meet or exceed the standards as approved by the State Board of Education. A regular classroom teacher may provide instruction in the arts, health education, and physical</p> | <p>Provide MDE with a copy of the Curriculum Blueprint (Secondary Curriculum Guide) that outlines our course offering.</p> <p>Each school will develop and implement a schedule that shows students getting at least 45 minutes of health instruction and 150 minutes of physical activity(supervised play/recess)</p> | <p>Dr. Taylor, Mrs. Springfield, Counselors, Instructional Strategists</p> <p>Dr. Taylor, Directors, Principals, Instructional Strategists</p> | <p>April 30, 2013</p> <p>September30, 2013</p> | |
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| <p>education in a self-contained classroom setting.</p> <p><u>Standard 35:</u> The school district complies with the applicable rules and regulations of the State Board of Education in the operation of its transportation program. {MS Code 37-41-53} (SB Policies 7903, 7904, 7906, 7907 and 7909)</p> <p><u>Standard 36:</u> The school district provides facilities that meet the following criteria: {MS Code 37-7-301(c)(d)(j); 37-11-5, 49; and 45-11-101}</p> <p>36.1 The school district provides facilities that are clean and sanitary.</p> <p>36.2 The school district provides facilities that are safe.</p> <p>36.3 The school district provides operational facilities that are equipped to meet the instructional needs of students and staff.</p> <p>36.4 The school district provides air conditioning in all classrooms in each school. {MS Code 37-17-6(2)}</p> <p><u>Standard 37:</u> The school district complies with State Board Policies and State and Federal laws to provide Safe and Healthy Schools:</p> <p>37.1 Each school has a comprehensive</p> | <p>The transportation department will verify that all pre and post trip checklists are true and accurate. Documentation will be developed and maintained to show that all buses arrive at school before the start of school. Documentation will be developed to show that routes are reviewed for hazardous conditions.</p> <p>The maintenance department will address all deficiencies in a timely fashion.</p> <p>Mr. Reed will work with all schools to develop Safety Plans to be present to the BOE in September for approval and submission then to MDE.</p> | <p>Dr. Taylor, Mr. Barrows, Mr. Glasco, Transportation Department.</p> <p>Dr. Taylor, Mr. Barrows, Mr. Glasco, Maintenance Department.</p> <p>Dr. Taylor, Principals, Directors, Mr. Reed, Safety Committee</p> | <p>September30, 2013</p> <p>September30, 2013</p> | |
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| <p>School Safety Plan on file that has been approved annually by the local school board. {MS Codes 37-3-81; 37-3-83(2); 37-11-67 and 37-11-69} (See the School Safety Manual and the MDE School Occupational Safety and Crisis Response Plan.)</p> | | | <p>September30, 2013</p> | |
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