

AR  
 HACKETT SCHOOL DISTRICT  
 102 NORTH OAK STREET  
 HACKETT AR 72937  
 479-638-8822

**Arkansas Public District and School  
 General Description for the use of State Categorical Funding**

<b>District</b>		<b>LEA #</b>	
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**Introduction**

Act 841 of 2015 established that each district and school will develop and submit to the ADE a general description for the use of state categorical funds. This general description, the list of allowable expenditures found in Special Needs Funding rules, and the related detail in APSCN will be utilized by legislative audit to determine the appropriateness of expenditures. Thus, with the general description of a specific program, it is important to clarify how the funds are being utilized to meet the established intent of the funding, how the expenditure is supplementing above state requirements (except PD), and how the effectiveness of the program activities will be evaluated to determine future continuance or discontinuance of the program, position, or supplemental service.

The team developing the ACSIP plan should consider at a minimum the following rules:

Student Special Needs Funding RulesACTAAP Rules

In addition to reviewing the rules, the following statutes are applicable to the ACSIP development:

Statute		
A.C.A. § 6-15-425	A.C.A. § 6-15-2106	A.C.A. § 6-17-2402
A.C.A. § 6-15-426	A.C.A. § 6-15-2201	A.C.A. § 6-20-2303
A.C.A. § 6-15-431	A.C.A. § 6-15-2202	A.C.A. § 6-20-2305

**Directions:**

1. Enter your responses.
2. Click "Save" at the bottom of the form to save your responses.
3. To submit your report, return to the Statewide Field Test Dashboard, go to the Required Reports section, and click the Student Special Needs Funding General Description Report "submit" button.

Note: Please review your responses if you are copying and pasting from word. There may be some compatibility issues that will need to be edited. If you must copy and paste, please copy into notepad first.

**2015-16 General Description Report for ALE- State 275**

<b>District:</b>	Hackett School District	<b>LEA #</b>	6603
<b>Revenue:</b>	32370	<b>Source of Funds:</b>	275
<b>Date of modifications:</b>			

**Please provide a general description including the purpose and program evaluation of the ALE programs, positions, and other expenditures.**

The district will spend \$89,554.61 on salary and benefits for certified and classified staff in the ALE program and will spend \$2,000 on materials and supplies.

**2015-16 General Description Report for ELL- State 276**

<b>District:</b>	Hackett School District	<b>LEA #</b>	6603000
<b>Revenue:</b>	32371	<b>Source of Funds:</b>	276
<b>Date of modifications:</b>			

**Please provide a general description including the purpose and program evaluation of the ELL programs, positions, and other expenditures.**

Not applicable

**2015-16 General Description Report for NSLA- State 281**

<b>District:</b>	Hackett School District	<b>LEA #</b>	6603000
<b>Revenue:</b>	32381	<b>Source of Funds:</b>	281

<b>Date of modifications:</b>			
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**Please provide a general description including the purpose and program evaluation of the NSLA programs, positions, and other expenditures.**

The Hackett District has a total budget of \$338,905.77.

- \$261,744.85 is used for salary and benefits: \$318,614.50 in the Elementary Schools, \$24,281.19 in the High Schools, \$24877.30 in Resource Rooms, \$23,350.07 in Other Instructional Programs, \$67,445.37 in Guidance, \$43435.87 in Improvement of Instruction, \$21,088.82 in Library/Media Services, and \$18,651.73.
- \$28,659 is spent on Purchased Services: \$5135 in the Elementary Schools, \$12,300 in the High Schools, and \$11,224 on Student Assessment.
- \$25,737.54 is spent on Materials and Supplies: \$6,000 is spent on Parent Involvement, \$1,540.51 on Instruction Related Technology, and \$1,600 on Student Assessment.

**2015-16 General Description Report for PD- State 223**

<b>District:</b>	Hackett School District	<b>LEA #</b>	6603000
<b>Revenue:</b>	32256	<b>Source of Funds:</b>	223
<b>Date of modifications:</b>			

**Please provide a general description including the purpose and program evaluation of the PD programs, positions, and other expenditures.**

Hackett School District will spend \$17,558.58 on Materials and Supplies. \$1,500 in the Kindergarten, \$5,605.58 in the Elementary Schools, \$5,650 in the High Schools, and \$5,000 on Instruction Related Technology.

# Comprehensive Plan Report

A detailed report showing activity of the district team's work on the improvement plan including assessments, plans, tasks, monitoring, and implementation for selected time periods.

March 14, 2016

## HACKETT SCHOOL DISTRICT NCES - 507170

Key Indicators are shown in RED.

### District Context and Support for School Improvement

#### Improving the school within the framework of district support

<b>Indicator</b>	<b>IA10 - The district regularly reallocates resources to support school, staff, and instructional improvement.(10)(AllDistricts)</b>	
<b>Status</b>	Tasks completed: 0 of 3 (0%)	
	Level of Development:	Initial: Limited Development 09/02/2015
	Index:	4 (Priority Score x Opportunity Score)
	Priority Score:	2 (3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	2 (3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	The Hackett School District surveys staff on a quarterly basis to see where improvement is needed. We analyze student needs as a part of our full day team meetings. Each team is divided by discipline and all four buildings are represented. Our teams include Literacy/Social Studies, Math, Science, K-2, 3-4. These teams evaluate the effectiveness of current allocation of funds and recommend any needed reallocation. Teams make their decisions based on data over student progress, demographics, and attendance. Information from parent surveys and parent meetings is used to determine how funds will be spent. We would like to add a content enrichment team and a survey of students.
<b>Plan</b>	Assigned to:	Donna Swift
	Added:	09/21/2015
	How it will look when fully met:	District and building teams will meet quarterly to assess the effectiveness of the current allocation of funds. Recommendations will be made by literacy/social studies, math, science, content enrichment, k-2, 3-4 teams on ways to reallocate funds to achieve maximum student academic success and the social/physical well being of all students and staff. Annually, all students and staff will be surveyed, using Google Docs, for recommendations on how funds should be allocated for maximum student success. Agendas, minutes and sign in sheets, from these meetings, will be uploaded to the Indistar filing cabinet. Copies of student and staff surveys will also be uploaded, along with the results of the surveys.
	Target Date:	09/15/2016
	Tasks:	

1. District Leadership teams will be created to work with instructional teams when they meet for the second quarter.

Assigned to:	Donna Swift
Target Completion Date:	11/02/2015
Comments:	It is understood that these teams are reorganized each year as team/staff members move in and out of the district. Responsibility for these teams falls under the guidelines and tasks of ID01.

2. Quarterly agendas, minutes, and sign in sheets will be uploaded to the Indistar filing cabinet after each meeting. These agendas will be created by Donna Swift-Curriculum Coordinator.

Assigned to:	Donna Swift
Target Completion Date:	03/01/2016
Frequency:	four times a year
Comments:	This is an ongoing task that will occur four times a year. Fidelity will be measured by the agendas, minutes and sign in sheets.

3. Needs assessment surveys will be created annually for staff using Google Docs. Results of this survey will be shared at the first quarterly allocation meeting and uploaded to the Indistar filing cabinet.

Assigned to:	Donna Swift
Target Completion Date:	05/13/2016
Frequency:	once a year
Comments:	Items to be included in the survey will be professional development needs, classroom supplies, purchased services, subscription services and schedule issues.

**Implement** Percent Task Complete: 0 of 3 (0%)

**Indicator** IA14 - The district recruits, trains, supports, and places personnel to competently address the problems of schools in need of improvement.(14)(AllDistricts)

**Status** In Plan / No Tasks Created

Level of Development:	Initial: Limited Development 09/02/2015
Index:	4 (Priority Score x Opportunity Score)
Priority Score:	2 (3 - highest, 2 - medium, 1 - lowest)
Opportunity Score:	2 (3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)

	Describe current level of development:	The Hackett School currently recruits from our local area, primarily at the local university. In order to attract new talent, we will need to attend other educational fairs from other areas. We will need to attend the University of Arkansas at Fayetteville as well as Arkansas Tech. In order to attract talented teachers, we also advertise in the local paper and on the AAEA website. By recruiting from other areas, we can attract and strength our weaker areas. In addition to recruitment, the Hackett School District will provide for substitutes to allow teachers to address needed training. Once teachers are hired, they are assigned a Mentor and participate in the NT/MT program. We also utilize our local university (UAFS) to participate in the "Adopt a Professor Program". Hackett teachers also participate in training at the local coop.
<b>Plan</b>	Assigned to:	Edward Ray
	Added:	03/10/2016
	How it will look when fully met:	When this objective is fully met, the Hackett School District will participate in both the University of Arkansas, Fayetteville education fair and at least one additional college education fair.
	Target Date:	04/17/2017

**Indicator IA15 - The district allows school leaders reasonable autonomy to do things differently in order to succeed.(15)(AllDistricts)**

**Status** Tasks completed: 0 of 3 (0%)

Level of Development:	Initial: Limited Development 09/02/2015
Index:	4 (Priority Score x Opportunity Score)
Priority Score:	2 (3 - highest, 2 - medium, 1 - lowest)
Opportunity Score:	2 (3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)

Describe current level of development: Currently each building has reasonable autonomy to identify and address any barriers to success. There is a need to build leadership and promote district wide collaboration within the perimeters of the district leadership team. In light of the recent annexation of the Hartford School District, provision needs to be made for the blending of existing leadership. Currently our curriculum alignment is achieved using the data from NWEA MAP testing. Professional development on group processing and clear methods of communication for the District leadership team are needed.

<b>Plan</b>	Assigned to:	Bill Pittman
	Added:	09/21/2015

How it will look when fully met:

The District leadership team will meet at least twice a month for district wide curriculum planning, professional development planning, and clear communication of district leadership expectations. Each building principal will have reasonable autonomy to implement district policies and guidelines in a manner most efficient for his/her building. Opportunities will be provided for district leaders to build leadership skills through collaboration with other district leaders and through opportunities for professional development.

Target Date:

09/15/2016

Tasks:

1. The District Leadership Team will establish a mission statement and norms for meetings. These will be uploaded to the Indistar filing cabinet.

Assigned to: Bill Pittman

Target Completion Date: 12/01/2015

Frequency: once a year

Comments: This task will be revisited each year.

2. District leaders will analyze NWEA Data, state assessment data, other student achievement data to identify gaps in curriculum alignment and areas of weakness and strength. Minutes of these meetings will be used for evidence of fidelity.

Assigned to: Donna Swift

Target Completion Date: 01/07/2016

Frequency: four times a year

Comments:

3. The District Leadership team shall provide opportunities for district leadership to develop leadership skills and group processing skills. Opportunities will be provided by the educational coop and the Ideas Website. Evidence will be provided by individual professional development records.

Assigned to: Bill Pittman

Target Completion Date: 09/16/2016

Frequency: once a year

Comments: Leadership will be able to collaborate with area administrative leaders in order to build group processing skills and stay informed on local educational issues.

**Implement** Percent Task Complete:

0 of 3 (0%)

## District Context and Support for School Improvement

### Taking the change process into account

**Indicator** IB13 - The district monitors progress of the extended learning time programs and other strategies related to school improvement.(4542)(AllDistricts)

**Status** Full Implementation

Level of Development:

Initial: Full Implementation 09/02/2015

Evidence:

The Hackett School District uses the MAP program to evaluate student performance prior to the beginning of placement of students into extended learning time programs. Students are then evaluated after completion of extended learning programs to determine the effectiveness of such programs. The Hackett School District also uses the results from the ACT Aspire Interims to evaluate instructional needs.

Added:

## District Context and Support for School Improvement

### Clarifying district-school expectations

**Indicator** IC02 - The district designates a central office contact person for the school, and that person maintains close communication with the school and an interest in its progress.  
**(29)(AllDistricts)**

**Status** Tasks completed: 0 of 2 (0%)

Level of Development:

Initial: Limited Development 09/02/2015

Index:

9 (Priority Score x Opportunity Score)

Priority Score:

3 (3 - highest, 2 - medium, 1 - lowest)

Opportunity Score:

3 (3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)

Describe current level of development:

The Hackett School District, due to its small size, needs to furnish all personnel in the central office with a flow chart of who is the point of contact for each area. The areas to be address will not be limited to but will include: Curriculum, ESchool, Human Resources, School Safety, Wellness, and District Financial individuals. The curriculum coordinator is currently a point of contact for all areas maintaining close communication between district leadership and building leadership, and monitoring academic progress of students in each building.

**Plan**

Assigned to:

Bill Pittman

Added:

09/21/2015

How it will look when fully met:

There will be a clear line of communication between the school district central office and the leadership of each building. The Hackett School District, due to its small size, will furnish all personnel in the central office Chain of Command of who is the point of contact for each area. The areas to be addressed will not be limited to but will include: Curriculum, ESchool, Human Resources, School Safety, Wellness, and District Financial individuals. The curriculum coordinator will be the central contact person for the district acting as a liason between district leadership and individual leadership. The curriculum coordinator will monitor student progress at each building and provide input at district data dis-aggregation meetings.

Target Date:

02/04/2016

Tasks:

1. The curriculum coordinator will create a Chain of Command designating a point of contact for each area with the central office. The flow chart will be uploaded into the Indistar filing cabinet.

Assigned to: Donna Swift  
 Target Completion Date: 02/17/2016  
 Frequency: once a year  
 Comments: This Chain of Command will be revised to reflect personnel changes.

2. Curriculum Coordinator will maintain a log in Google Docs of contacts with individual building leadership and other special areas as needed.

Assigned to: Donna Swift  
 Target Completion Date: 11/25/2015  
 Frequency: daily  
 Comments:

**Implement** Percent Task Complete: 0 of 2 (0%)

**Indicator** **IC05 - The district provides a cohesive district curriculum guide aligned with state standards or otherwise places curricular expectation on the school.(32)(AllDistricts)**

**Status** In Plan / No Tasks Created

Level of Development: Initial: Limited Development 09/02/2015  
 Index: 4 (Priority Score x Opportunity Score)  
 Priority Score: 2 (3 - highest, 2 - medium, 1 - lowest)  
 Opportunity Score: 2 (3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)

Describe current level of development: The Hackett School District provides a cohesive curriculum guide for all areas and subjects. These are housed in the Curriculum Office. In addition to all guides in the Curriculum Office, teachers are provided with any update links as they are released. The Hackett School District is a standards based school and provides website support, integration, print resources, and periodical curriculum support. The Hackett School District also uses the NWEA MAP scores to ensure common core objectives are addressed and met. All guides reflect state and CCSS standards as well as NGSS content standards. The Hackett School District also provides a minimum of three data days to allow teachers to examine their student data, create lesson plans, and formulate strategies to help each student. Data Day groups are based on subject/grade levels and allow teachers to ensure all student needs are met. With the creation of the ACT Aspire Interim assessments, teachers are analyzing both MAP and ACT Aspire data to help each student succeed.

**Plan** Assigned to: Donna Swift

Added: 03/10/2016

How it will look when fully met: Each teacher will create a data binder which will include: student MAP formative assessments, grade level expectations, common core standards, individual student goal setting sheets, and any data needed to help students reach his/her goal.

Target Date: 05/17/2016



**School Leadership and Decision Making**

**Establishing a team structure with specific duties and time for instructional planning**

**Indicator ID01 - A team structure is officially incorporated into the school governance policy.(36)  
(AllDistricts)**

**Status** Tasks completed: 0 of 4 (0%)

Level of Development:	Initial: Limited Development 09/02/2015
Index:	9 (Priority Score x Opportunity Score)
Priority Score:	3 (3 - highest, 2 - medium, 1 - lowest)
Opportunity Score:	3 (3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)

Describe current level of development: Current level of development consists of instructional teams for each building, building leadership teams, parent involvement teams, and district leadership team. We currently need to develop a more efficient and sustainable method for maintaining agendas, minutes, and sign in sheets. We currently do not have a written policy specific to the team structure for our professional learning community.

**Plan** Assigned to: Donna Swift  
Added: 09/21/2015

How it will look when fully met: When this objective is completed, the District will have written guidelines for a professional learning structure. Each building will have autonomy to create guidelines for the building professional community within the guidelines of the District guidelines. All teams will have provisions for scheduling, agendas, minutes, sign in sheets and any necessary record keeping. Teams will meet at least twice a month. Each team will have a mission statement and established norms. Opportunities for professional development on building professional learning communities will be provided for all team leaders.

Target Date: 09/15/2016

Tasks:  
1. At the District level guidelines will be created and shared with all building leadership and team leaders. These guidelines will include provisions for scheduling, agendas, minutes, record keeping, norms and mission statements.

Assigned to:	Donna Swift
Target Completion Date:	01/08/2016
Comments:	These guidelines will provide general instruction leaving each building the autonomy to create guidelines for each building.

2. Schedules will be created for District and building meetings. These schedules will be uploaded into the Indistar filing cabinet.

Assigned to:	Donna Swift
Target Completion Date:	01/15/2016
Frequency:	once a year

Comments:

3. Each team will create a mission statement and establish norms for each individual team.

Assigned to: Each team leader

Target Completion Date: 12/10/2015

Frequency: once a year

Comments: Each team will need to revisit mission statement and norms at the beginning of each school year.

4. Team leaders will be provided professional development opportunities over building professional communities. This PD will be provide by our local coop or the Ideas Website. Principals will be responsible for providing opportunities to building team leaders.

Assigned to: Edward Ray

Target Completion Date: 09/15/2016

Frequency: once a year

Comments: Building principals shall provide opportunities for their building team leaders and keep documentation of completed professional development.

**Implement** Percent Task Complete: 0 of 4 (0%)