

MISSISSIPPI DEPARTMENT OF EDUCATION
Office of Accreditation

CORRECTIVE ACTION PLAN

DREW SCHOOL DISTRICT (6720)
Superintendent
Charles Barron

Submitted:
Friday, June 3, 2011

**Drew School District
Corrective Action Plan for Accreditation Audit**

This plan has been developed to ensure the deficiencies that were identified by the Mississippi Department of Education are addressed in accordance to the Public Schools Accountability Standards of 2010.

Area of Non-Compliance (Standard 1): School board members complete required basic and continuing education programs in order to effectively perform their duties in the manner prescribed by law.

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
1	The School Board is not in compliance with the Open Meetings Law, including Special Called Meetings, and Executive Sessions.	The Drew School District will follow the procedures, guidelines, and statutes as written. The School Board Trustees will receive additional training on basic knowledge and information necessary to effectively perform their duties in the manner prescribed by law.	Board Meeting Agendas and Minutes	<ul style="list-style-type: none"> ▪ Ongoing ▪ Board President ▪ Board Members ▪ Superintendent

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Area of Non-Compliance (Standard 2): School board members complete required basic and continuing education programs in order to effectively perform their duties in the manner prescribed by law.

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
2 2.1 and 2.5	The school district is not operating on current, approved school board policies that comply with State and Federal statutes, rules, and regulations. The district has failed to report complete and accurate personnel and financial data to the MDE as required.	School Board Plan will be updated and placed on-line, in both schools, and the Central Office for review or availability to the community. The Drew School District will review and verify all personnel files to assure that the board minutes, job descriptions, and data entered into MSIS is correct.	An updated policy manual will be implemented in conjunction with MSBA Online Policies and Board Minutes Verify information using MSIS, SAMS, and district personnel data	Ongoing <ul style="list-style-type: none"> ▪ Board Members ▪ Superintendent ▪ Central Office Personnel ▪ Principals ▪ Teachers ▪ Community Members Ongoing <ul style="list-style-type: none"> ▪ Superintendent ▪ MSIS Coordinator ▪ Business Manager ▪ Principals ▪ Data Entry Personnel

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Area of Non-Compliance (Standard 3): The school board assigns all executive and administrative duties to the superintendent who is properly licensed and chosen in the manner prescribed by law.

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
3	The Drew School Board of Trustees failed to assign all executive and administrative duties to the Superintendent.	The School Board addressed standard 3 at its regularly scheduled board meeting and reiterated the fact that the Superintendent would be assigned all executive and administrative duties.	Board Minutes	<ul style="list-style-type: none"> ▪ March 2011 -Ongoing ▪ School Board Members ▪ Superintendent

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Area of Non-Compliance (Standard 5): The school district employs in each school a licensed librarian or media specialist who devotes no more than one-fourth of the workday to library/media administrative activities.

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
5	There was no properly licensed librarian or media specialist at the schools.	The Drew School District will reassign a properly licensed librarian or media specialist to serve both schools.	Personnel License MSIS data	<ul style="list-style-type: none"> ▪ August 2011-May 2012 ▪ School Board ▪ Superintendent ▪ Principals

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Area of Non-Compliance (Standard 6): Student support services (appraisals, academic, and/or personal advisement, and educational and/or career planning and referrals) are provided in each school by qualified student support personnel.

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/ Responsibility
6	Personnel report indicates that no student support services are provided at the elementary school.	Elementary school students will have access to counseling services. A schedule will also be posted. A. W. James Elementary School will continue to partnership with Life Help to provide additional services for students in need.	Counselor's Schedule, Counselor's Log Calendar of Events Life Help Contract Life Help Case Load	August 2011 <ul style="list-style-type: none"> ▪ Principal ▪ Counselor ▪ Life Help Therapist

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This plan has been developed to ensure the deficiencies that were identified by the Mississippi Department of Education are addressed in accordance to the Public Schools Accountability Standards of 2010.

Area of Non-Compliance (Standard 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 37-9-7} (SB Policies 7801 and 7802, NCLB, and Federal Code)

8.1 With the exception of academic core subjects, the professional staff in each school is comprised of no more than 5% of Full Time Equivalent (FTE) units working outside the area or areas of endorsement. An appropriate license is required for superintendents, principals, librarians, and guidance counselors. (Refer to process standards 3, 4, 5, and 6.)

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/ Responsibility
8 8.1	At least one member of the teaching staff does not hold a current and valid license. All duties have not been reported for all employees; a valid license for all employees cannot be verified.	Duties will be identified for all employees. Licenses for all current employees and future hires will be reviewed to ensure that teachers are not teaching out of their licensed area.	License Contract	August 2011 <ul style="list-style-type: none"> ▪ Superintendent ▪ Principal

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Area of Non-Compliance (Standard 9): 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)}

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/ Responsibility
9	The district does not follow official school board policies for the implementation of a formal personnel appraisal system.	The district will update its formal personnel appraisal instrument.	Verify implementation of the updated board approved personnel appraisal instrument.	July 2011 <ul style="list-style-type: none"> ▪ School Board ▪ Superintendent

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Area of Non-Compliance (Standard 10): The school district operates with a uniform system of accounts as specified in state law and as prescribed by the State Auditor's Office. {MS Code 37-9-18, 37-37-1, 37-37-3, 37-17-6(16), 37-37-7, 37-37-13, 37-61-19 and 37-61-23}

10.1 The board of education has implemented a fixed asset system of accountability that complies with the standards established by the State Auditor's Office for the verification of fixed assets and the auditing of fixed assets records. {MS Code 37-17-6(16)}

10.2 The financial accounting data and the corresponding annual audit report as submitted to the Mississippi Department of Education reflect no less than a zero fund balance (as defined by generally accepted accounting principles) for all funds of the school district. {MS Code 37-61-19}

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
10 10.1	The most recent audit report submitted to MDE (FY 09) indicates that the district does not have a fixed asset system of accountability.	The district will implement the fixed asset system of accountability.	Monitor and correct the Financial Accounting System/Audit	May 2011-Ongoing <ul style="list-style-type: none"> ▪ Superintendent ▪ Business Manager ▪ Fixed Asset Manager
10.2	The most recent audit report submitted to MDE (FY 09) has a negative Fund Balance.	The Drew School District will review financial reports and obligate monies efficiently based on necessary expenditures.	Monitor and correct Fixed Asset System of Accountability.	

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Area of Non-Compliance (Standard 11): The local school board budgets and expends funds as follows:

11.1 The local school board of education budgets and expends from the District Maintenance Fund (Fund #1120) a minimum of \$20.00 per student for instructional/library supplies, materials, and equipment.

11.2 Funds available for classroom supplies, materials, and equipment from the Education Enhancement Fund (Fund #2440) are allotted and expended in compliance with Section 37-61-33, *Mississippi Code of 1972*, as amended, and SB Policy 3400.

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/ Responsibility
11 11.2	The most recent audit report submitted to MDE (FY 09) includes a finding for the expenditures of EEF Funds.	The Drew School District will budget and expend EEF in accordance with SBE.	Review EEF expenditures.	April 2011 -Ongoing <ul style="list-style-type: none"> ▪ Business Manager ▪ Accounts Payable Clerk ▪ Principals ▪ Finance Officers

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Area of Non-Compliance (Standard 12): The school district complies with state law and State Board of Education policy on enrollment requirements.

12.1 Residency requirements {MS Code 37-15-29} (SB Policy 6600)

12.2 Immunization requirements {MS Code 37-7-301(i), 37-15-1, and 41-23-37}

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
<p>12 12.1</p>	<p>Although the district uses a residency form similar to SBE Policy 6600, a review of the students' files revealed that residency had not been verified for all students enrolled. Problems noted with residency verification procedures included:</p> <ul style="list-style-type: none"> A. Residency requirements not addressed in the student handbook. B. The residency policy required parents of continuing students who se residency has not changed to sign a Declaration of Residency Form. That policy is not being implemented. C. Forms used for documenting students' residency were often incomplete. On some forms, nothing was checked to indicate which form of documentation was used to verify residency and not documentation was attached. Some forms were not signed and/or dated by the school district representative signifying that the verification process has been completed. D. Registration procedures for enrolling 	<p>The principal will ensure that his/her school is in compliance with federal and state law and SBE policy concerning enrollment requirements. The school district will provide professional development as necessary to ensure all staff members are familiar with enrollment procedures.</p> <ul style="list-style-type: none"> A. Local school board policy addressing residency requirements, immunization requirements and age of entry requirements will be followed. B. All enrollment forms, including those used to verify residency will be completely filled out, and a school district official's signature are on these forms is required to validate the information. The school will implement the district policy regarding continuing students. C. Files for each student currently enrolled will be reviewed to ensure that two appropriate proofs of residency are on file and that all 	<p>Students Records Sign-in sheets and agendas if necessary</p>	<p>August 2011 <ul style="list-style-type: none"> ▪ Principal, ▪ Administrative Staff </p>

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
12.2	<p>students in Drew Separate School District do not comply with federal and state law. District documentation indicates that a social security number is required for entrance into the school district.</p>	<p>sections of the residency documentation for has been completed including the signature of the designated school district official.</p> <p>D. Parents will be informed that supplying social security numbers is optional as stipulated by FERPA.</p> <p>Files for each student currently enrolled will be reviewed to ensure that current immunization is on file.</p>	Student Records	<p>August 2011</p> <ul style="list-style-type: none"> ▪ Principal ▪ Administrative Staff

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Area of Non-Compliance (Standard 13): Any transfer student from a school or program (correspondence, tutorial, or home study) not accredited regionally or by a state board of education for 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 Policy 3800)

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/ Responsibility
13	Student transfer policies and procedures do not conform to SBE policies and approved local school board policy.	Upon transferring into the districts, students will be given a placement test to determine grade or class is best suited for the student. Testing will be conducted within 30 days of the student's transfer.	Placement Test Transfer Records	May 2011-Ongoing <ul style="list-style-type: none"> ▪ Principal ▪ Administrative Staff

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Area of Non-Compliance (Standard 14): 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]

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
14	<p>A. A review of cumulative folders revealed incomplete and/or inconsistent data</p> <p>B. Cumulative folders and permanent records were incomplete and contained inconsistent data.</p> <p>C. Permanent records were not located in a secure storage.</p> <p>D. Grades were changed with no indication of authorization for changes.</p> <p>E. Transcript <i>Summary</i> incorrect and Carnegie units not recorded.</p> <p>F. After review, graduation facts on permanent records were incomplete.</p>	<p>A. The records of students currently enrolled will be reviewed for any incomplete or inconsistent data which will be promptly completed.</p> <p>B. All records will be reviewed to determine shortcomings.</p> <p>C. Records will be placed and maintained in a secure environment.</p> <p>D. All records will be reviewed for any abnormalities concerning grades.</p> <p>E. Appropriate corrections made on transcripts and all earned Carnegie units will be recorded.</p> <p>F. Graduation facts will be reviewed and completed for all records.</p>	<p>A. Random inspection of cumulative folders by district level personnel.</p> <p>B. Checklist presented to the DSD Superintendent</p>	<p>May 2011-Ongoing</p> <ul style="list-style-type: none"> ▪ Counselor ▪ Secretary ▪ Lead Teacher ▪ Principal

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Area of Non-Compliance (Standard 15): 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)}

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
15	There was no evidence of a continuous planning process. Evaluators were unable to obtain a copy of the district's Strategic Plan.	The district will review/revise its Strategic Plan annually.	Updated Strategic Plan	August 2011-Ongoing <ul style="list-style-type: none"> ▪ Board Members ▪ Superintendents ▪ District Personnel ▪ Community/Parents

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Area of Non-Compliance (Standard 16): The school district implements procedures for monitoring and reporting student absences as specified in the Mississippi Compulsory Attendance Law. {MS Code 37-13-91} (SB Policies 3101 and 3102)

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/ Responsibility
16	Compulsory School attendance policies and procedures do not conform to SBE policies and state law.	School will adhere to SBE requirements for Compulsory School attendance policies and procedures.	Compulsory Reports	August 2011-May 2012 <ul style="list-style-type: none"> ▪ Principal ▪ Administrative Staff ▪ Attendance Officer

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Area of Non-Compliance (Standard 17): The school district develops a dropout prevention plan and implements programs designed to keep students in school and to lower student dropout rates in accordance with MS Code. {MS Code 37-13-80} (SB Policy 3105)

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/ Responsibility
17	The district has not developed or implemented a dropout prevention plan.	The school district will coordinate and implement a district drop-out prevention plan. In addition, programs will be implemented that help lower the dropout rates of students.	District Dropout Prevention Plan	April 2011 -Ongoing <ul style="list-style-type: none"> ▪ Superintendent ▪ Principals ▪ Parents ▪ Community ▪ Civic Leaders

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Area of Non-Compliance (Standard 18): There is an organized system to encourage community involvement, parental communication, and business partnerships in school district decision-making. {MS Code 37-7-337} (Districts Meeting the Highest Levels of Performance are exempted.)

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/ Responsibility
18 18.1 and 18	Evaluators were unable to verify that the district has established an organized system to encourage community involvement, parental communication, and business partnerships.	The district schools will develop and implement a Parental Involvement Policy and schedule community forums to encourage community involvement in the decision-making.	Parental Involvement Policies Calendar of events Community Forum sign-in sheets and agendas	August 2011-May 2012 <ul style="list-style-type: none"> ▪ Principal ▪ Parent Center ▪ Federal Programs Coordinator

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Area of Non-Compliance (Standard 19): The academic year provides a minimum of 180 teaching days in which both teachers and pupils are in regular attendance for scheduled classroom instruction for not less than sixty percent (60%) of the normal school day. {MIS Code 37-3-49, 37-13-61 through 69, 37-151-5(j), and 37-151-7(3)(d)}

19.2 The teaching day must provide at least 330 minutes of instruction per day or 27.5 hours per five-day week. {MIS Code 37-13-67}

19.3 The school district must ensure that during the academic school year a minimum of 140 hours of instruction is provided for each Carnegie unit of credit offered and 70 hours for each ½ unit offered, except for accelerated learning programs and remedial instructional programs that are proficiency based. A traditional 7-period day schedule must provide at least 48 minutes per period, and A/B and 4 x 4 block schedules must provide at least 94 minutes.

19.4 No more than two of the 180 days may be 60% days, unless the district is utilizing an Early Release schedule that provides at least 27.5 hours per five-day week provided that there are at least 198 minutes of actual instruction or testing and the remainder of each 60% day is used for professional development or other activities related to instruction. {MIS Code 37-151-5(j)}

19.5 The school district schedules preparation for graduation ceremonies in such manner that graduating seniors are absent from classes for no more than three days prior to the end of the school year). (Districts Meeting the Highest Levels of Performance are exempted.)

19.6 The summer school/extended year program meets all applicable requirements of the regular school program. {MIS Code 37-3-49}

- Students from other schools enrolled in summer programs provide written approval from the principal of their home schools.
- Students enrolled in an extended year program complete all remaining course/subject requirements/objectives before credit for the course/subject is issued. {MIS Code 37-3-49}
- Students enrolled in a summer program are limited to earning one Carnegie unit of credit during a traditional summer school session, which does not apply to Extended Year programs and approved virtual courses. (Districts Meeting the Highest Levels of Performance may be exempted under MIS Code 37-17-11.)

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
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Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
19 19.2 and 19.3	The district calendar provided to evaluators did not include 180 days of instruction. The district failed to accurately and completely report all instructional programs, time, and staff, including summer school, after school, extended school day programs. There was no evidence that 60% days were used for professional development.	The school district will develop an accurate calendar to include 180 days of instruction, extended day services, extended school year services and a schedule of professional development activities.	Calendar of events Professional Development activities Sign-in sheets and agendas/minutes	August 2011-May 2012 <ul style="list-style-type: none"> ▪ Superintendent ▪ Principal ▪ Administrative Staff ▪ Professional Development Coordinator
19.3	The first semester calendar provided only 87 days of instruction; therefore, the district did not provide at least 70 hours of instruction per half Carnegie unit.	Committee will review school year calendar for inaccuracies according to standard 19.3.	District Calendar	August 2011 - Ongoing <ul style="list-style-type: none"> ▪ Superintendent ▪ Principals ▪ District Level Personnel
19.5	Seniors graduated prior to the end of school, and were absent from classes more than 3 days prior to the end of the school year.	Verify that graduating seniors are not released for a period more than 3 days before graduation.	District Calendar	May 2011 -Ongoing <ul style="list-style-type: none"> • Superintendent • Principals • Counselors • MSIS Coordinator
19.6	It appears from a review of student records that students are given Carnegie unit credit in Summer School; however, the district offers no Credit Recovery or traditional Summer School Program. The district has failed to accurately and completely report all summer school, after school, extended school day programs, and summer enrichment programs.	The district will accurately report all programs and instructional times, including summer school, after school, extended school day programs, and summer enrichment programs.	MSIS Data	May 2011 - Ongoing <ul style="list-style-type: none"> ▪ Superintendent ▪ Principals ▪ MSIS Coordinator ▪ Teachers

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Area of Non-Compliance (Standard 20): 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)

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)

- Seniors of school year 2004-2005, 2005-2006, 2006-2007, and 2007-2008 are required to have a minimum of 20 Carnegie units.

- 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.

- 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 their parent/guardian requests to opt the student out of Appendix A-2 requirements.

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 Policy 3800)

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 Diploma has successfully completed all minimum requirements established by the State Board of Education. {MS Code 37-16-11(2)} (See Appendix G.)

Note: Carnegie units will be awarded in the eighth grade for the following courses: Algebra I, Pre-algebra, Transition to Algebra, Computer Discovery, Geometry, ICT II (Information & Communication Technology), First Year Foreign Language, and Second Year Foreign Language provided course content is the same as the high school course.

Note: In compliance with MS Code 37-16-17, a quality high school career pathway program and career track curricula will be provided for students not wishing to pursue a baccalaureate degree beginning with students entering the 9th grade in 2010-2011. Criteria and curriculum development for the career program option will begin with school year 2010-2011. Pilot options will be offered for the 2011-2012 school year and full implementation of the career program option will begin in the 2012-2013 school year. The goal for students pursuing the career track is to graduate from high school with a standard diploma and credit

toward a community college certification in a career-technical field. There is an organized system to encourage community involvement, parental communication, and business partnerships in school district decision-making. {MIS Code 37-7-337} (Districts Meeting the Highest Levels of Performance are exempted.)

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
20	The district has failed to publish and disseminate current graduation requirements.	The school district will ensure that each student receiving a high school diploma has met the requirements established by its local school board and the State Board of Education.	Parent/Student Handbook will have the graduation requirements. Newsletters to parents will be provided at least quarterly.	July 2011 - Ongoing <ul style="list-style-type: none"> ▪ School Board ▪ Superintendent ▪ District Level Personnel ▪ Principals
20.1	The district has failed to publish and disseminate current graduation requirements. Therefore, the minimum number of Carnegie units required at graduation could not be verified.	The 2011-2012 Parent/Student Handbook will include the current graduation requirements indicating the minimum number of Carnegie units required for graduation. The counselor will post all Pass/Fail labels on cumulative records upon receipt.	Parent/Student Handbook and district website will be utilized. District personnel will review senior cumulative records.	August 2011 - Ongoing <ul style="list-style-type: none"> ▪ School Board ▪ Superintendent ▪ District Level Personnel ▪ Principals
20.2	Based on a review of 2009-2010 and 2010-2011 senior records, there was no evidence that all graduates received a passing score on each of the required high school exit examinations.	The 2011-2012 Parent/Student Handbook will include the current graduation requirements indicating the minimum number of Carnegie units required for graduation. The district will attempt to establish a Contract of Agreement with a vocational program in a surrounding district.	Parent/Student Handbook and district website will be utilized.	August 2011 - Ongoing <ul style="list-style-type: none"> ▪ Counselor ▪ Principal ▪ District Test Coordinator
20.4	The district has failed to publish and disseminate current graduation requirements; therefore, participation in graduation ceremonies could not be verified.	The district will attempt to establish a Contract of Agreement with a vocational program in a surrounding district.	Special Education Students receiving a MOD diploma	May 2011 - Ongoing <ul style="list-style-type: none"> ▪ Superintendent ▪ Principals ▪ Counselors ▪ Teachers
20.5	Students with disabilities are not afforded the opportunity to meet all requirements necessary to receive a Mississippi Occupational Diploma (MOD).			April 2011 - Ongoing <ul style="list-style-type: none"> ▪ School Board ▪ Superintendent ▪ Sped Director ▪ Collaborating District

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Area of Non-Compliance (Standard 21): The school district implements a professional development program that complies with the guidelines published in Professional Development for the New Millennium. (Districts Meeting the Highest Levels of Performance are exempted.) {MS Code 37-17-8}

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
21	The district has not implemented a professional development program that complies with the guidelines published in Professional Development for the New Millennium.	The district will develop and implement a professional development program/plan that complies with the guidelines in standard 21. A comprehensive needs assessment developed by the district will be utilized to determine needs of the personnel.	Professional Development Plan	June 2011-Ongoing <ul style="list-style-type: none"> ▪ Superintendent ▪ Principals ▪ Teachers/Paraprofessionals ▪ Curriculum Coordinator

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Area of Non-Compliance (Standard 22): The school district adheres to all requirements of the Mississippi Statewide Assessment System. (See Appendix F.) (MS Code 37-16-1 through 4) (SB Policies 3800, 7220, 7601, 7605, and 7607)

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
22	District Test Security Plan does not contain the required information.	The District Test Coordinator will ensure that each School Test Coordinator has an updated copy of the Test Security Plan with the required documentation that has been board approved.	Board Approved Test Security Plan	August 2011 <ul style="list-style-type: none"> ▪ School Board ▪ Superintendent ▪ District/School Test Coordinator ▪ Principals

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Area of Non-Compliance (Standard 23): 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.)

23.2 Vocational-Technical Education {MS Code 37-31-1 et. seq.} (SB Policies 8100, 8200, 8300, 8400, 8500, 8600, 8700, 8800, 8900, 9000, 9100, 9200, 9300, 9400, and Federal Code)

23.3 Special Education {MS Code 37-23-1 through 9} (SB Policies 7201, 7202, 7203, 7204, 7205, 7206, 7207, 7208, 7209, 7210, 7211, 7212, 7213, 7214, 7215, 7216, 7217, 7218, 7219, and Federal Code) (See *State Policies Regarding Children with Disabilities under the Individuals with Disabilities Education Act of 2004 (IDEA 2004)* and the *Mattie T. Consent Decree*.)

23.4 Child Nutrition {MS Code 37-11-7} (SB Policies 2001, 2002, 2004, 2007, 2009 and Federal Code)

23.5 *No Child Left Behind Act of 2001*: Titles I, II, III, IV, V, VI, X, and any other federally funded programs and grants (SB Policies 4700, 7801, 7802, 7803, 7804, and Federal Code)

23.6 Technology in the Classroom {MS Code 37-151-19(3)} (SB Policy 7500)

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
23 23.1	Every kindergarten student is not engaged in learning center activities for a minimum of 100 minutes per day. Students are not participating in physical education for a minimum of 40 minutes a day.	Kindergarten students will participate in a minimum of 100 minutes of uninterrupted learning center activities daily. Each kindergarten student will also participate in 40 minutes of physical education daily.	Center descriptions, schedules, lesson plans	August 2011-May 2012 <ul style="list-style-type: none"> ▪ Principal ▪ Curriculum Coordinator ▪ Lead Teacher ▪ Classroom Teachers
	Documentation of assessment of kindergarten skills was not provided by all teachers.	Assessment of kindergarten skills will be documented through use of a variety of	Checklist, portfolios, anecdotal notes,	

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
23.2	The district is not in compliance with all state and federal requirements for vocational, technical education programs.	<p>techniques and procedures to include: checklists, performance scales, and portfolios of children's work, anecdotal records, observational reports, experience charts, photographs, and informal tests.</p> <p>The district should account for or replace items purchased by MDE for use in this program. Any equipment that is no longer serviceable should be salvaged according to local and state policy. Salvaged items should be correctly reported to the Office of Compliance and Reporting. Any serviceable equipment will be either transferred to other Vocational programs or returned to the MDE warehouse.</p>	informal tests Inventory of Vocational/ Technical Equipment	<p>June 2011 -Ongoing</p> <ul style="list-style-type: none"> ▪ Superintendent ▪ Vocational Director ▪ Principals
23.3	The district is not in compliance with all state and federal regulations for special education programs and providing services to special education students.	A. W. James Elementary School will adhere to the developed corrective action plan for special education.	Special Education Corrective Action Plan	<p>August 2011-May 2012</p> <ul style="list-style-type: none"> ▪ Principal ▪ Lead Teacher ▪ Teachers ▪ SPED Director
23.4	The district is not in compliance with all state and federal requirements for the child nutrition program.	The district will correctly process all applications, follow procedures for meal count sheets and meal count, provide training to cafeteria staff on utilizing serving size, food product calculation, clean and sterilized kitchen equipment, and beginning and holding temperatures of food. The district will repair ceiling in A. W. James Cafeteria and the seal around the 3-door cooler, etc.	See Child Nutrition	<p>April 2011-Ongoing</p> <ul style="list-style-type: none"> ▪ Superintendent ▪ Food Service Coordinator ▪ Cafeteria Managers ▪ Maintenance Supervisor
23.5	The district is not in compliance with all State and Federal requirements for <i>No Child Left Behind Act of 2001</i> .	The district will revise its policy and/or handbook related to the number of times physical inventories of fixed assets are conducted per year.	Bi-Annual physical fixed asset inventory	<p>May 2011 - Ongoing</p> <ul style="list-style-type: none"> ▪ Superintendent ▪ Federal Programs Director ▪ Business Manager
All federally funded personnel complete				

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
23.6	There was no budget to review at the district office. No copies of the district technology plan available at each school site.	<p>personnel activity report (Time and Effort).</p> <p>The district will establish procedures for contracts and agreement services according to State guidelines.</p> <p>The district will comply with written certifications/ purchasing policies concerning expenditures of Title I, Part A (ARRA).</p> <p>The district will reimburse \$152,56 to MDE.</p> <p>The district will ensure that all amendments of program changes will be submitted to the District School Board and reflected in the minutes according to state board policy.</p> <p>Budget and district technology plan review for the 2009-2010 school year will be submitted via Blackboard and or email to Lee Bray at the State Department.</p> <p>Future budget and district technology plan reviews will be submitted to the State Department via Blackboard or other method of their choosing.</p> <p>Each school now has copies of the district technology plan.</p> <p>Future updates of the technology plan will be distributed in a timely manner.</p>	<p>Signed Contracts/ Agreements</p> <p>Sheets</p> <p>Budget and District Technology plan review 2009-2010</p> <p>Future budget and district technology plan reviews.</p> <p>District Technology Plan</p> <p>District Technology Plan Updates</p>	<p>May 2011 - Ongoing</p> <ul style="list-style-type: none"> ▪ Superintendent ▪ District Technology Coordinator ▪ Business Manager ▪ District Technology Committee <p>August 2011</p> <p>Completed prior to February 15, 2011</p> <p>Ongoing</p>

**Drew School District
Corrective Action Plan for Accreditation Audit**

This plan has been developed to ensure the deficiencies that were identified by the Mississippi Department of Education are addressed in accordance to the Public Schools Accountability Standards of 2010.

Area of Non-Compliance (Standard 24): Each school has a library-media center. Refer to the current edition of the *Mississippi School Library Media Guide*. {MS Code 37-17-6(3)(a-e)}

24.1 Each school has a library-media center with an organized collection of materials and equipment that represents a broad range of current learning media, including instructional technology.

24.2 The library staff offers a systematic program of service to students and staff by providing access to the materials and equipment, by providing instruction in the use of the materials and equipment, and by working with teachers and other staff members to provide learning activities for the students.

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
24 24.1 and 24.	The library media centers did not have a librarian on staff and the library media centers are not automated.	The district will assign a librarian or library media specialist to both schools to collaborate with administrators and teachers. The district will provide professional development for the library media specialist. The district will purchase an automated system to establish circulation procedures for easy access to media centers.	Licensure	May 2011 - Ongoing <ul style="list-style-type: none"> ▪ Superintendent ▪ Principals

**Drew School District
Corrective Action Plan for Accreditation Audit**

This plan has been developed to ensure the deficiencies that were identified by the Mississippi Department of Education are addressed in accordance to the Public Schools Accountability Standards of 2010.

Area of Non-Compliance (Standard 25): The school district provides each student with appropriate equipment and laboratory experiences to meet the instructional requirements of the science program. (See the current edition of the *Mississippi Science Framework*.) (Districts Meeting the Highest Levels of Performance may be exempted under MS Code 37-17-11.)

Note: Any request for an exception to the above standard must be submitted in writing to the Commission on School Accreditation for review and action.

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
25	The district has failed to implement minimum instructional programs and safety requirements for the high school laboratory.	The district will implement/purchase functional workstations, safety equipment, chemicals, fire extinguishers and smoke detectors in the high school laboratory in accordance with the Mississippi Curriculum Frameworks.	Use of the high school laboratory Safety Plan	<ul style="list-style-type: none"> ▪ May 2011-Ongoing ▪ School Board ▪ Superintendent ▪ Principals

**Drew School District
Corrective Action Plan for Accreditation Audit**

This plan has been developed to ensure the deficiencies that were identified by the Mississippi Department of Education are addressed in accordance to the Public Schools Accountability Standards of 2010.

Area of Non-Compliance (Standard 26): The school district is in compliance with state law and State Board of Education policies for state adopted textbooks. {MS Code 37-43-1, 37-43-24, 37-43-31(2), 37-43-51, 37-9-14(2)(b), and 37-7-301(ff)} (SB Policies 7701 and 7702) (Refer to the current edition of the *Textbook Administration Handbook Rules and Regulations*.)

26.1 Each school district provides each student in each school with current or otherwise appropriate textbooks that are in good condition. (See glossary for definition of textbook.) {MS Code 37-43-1, 37-9-14(2)(b), and 37-7-301(ff)}

26.2 Each school district shall keep an active and surplus inventory for each school in the district to be completed by June 15 of each year. The district shall report the inventory in the Textbook Inventory Management System. {MS Code 37-43-51} (Refer to the current edition of the *Textbook Administration Handbook Rules and Regulations*.)

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
26.1	There is a shortage of textbooks. Textbooks are not current.	The Drew School District will purchase or acquire an adequate number of textbooks for each school. These textbooks will be up to date.	Textbooks Purchase Order TIMS Inventory	<ul style="list-style-type: none"> ▪ May 2011 - Ongoing ▪ Superintendent ▪ Textbook Coordinator ▪ Business Manager ▪ Principals
26.2	The textbook inventory is not current. Inventory is recorded for schools that have closed. The Textbook Inventory Management System (TIMS) has no documentation that surplus textbooks have been requested by the district.	The textbook inventory will be completed for the entire district. Each school will make available for transfer all textbooks that qualify for surplus or disposal according to procedures outlined in the MDE 2008 Handbook.	Acquire/purchase adequate textbooks. Update TIMS for Drew School District.	

**Drew School District
Corrective Action Plan for Accreditation Audit**

This plan has been developed to ensure the deficiencies that were identified by the Mississippi Department of Education are addressed in accordance to the Public Schools Accountability Standards of 2010.

Area of Non-Compliance (Standard 27): 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}

27.2 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 exempted.) {MS Code 37-3-49(2)(c) and 37-3-49(5)}

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
27 27.2	The district has failed to successfully implement an instructional management system. Adequate resources and instructional strategies are not provided for the instructional staff.	The Drew School District will develop an instructional management plan that clearly defines the academic goals of the Drew School District. The district will train the building level personnel on the use of the Instructional Management Plan (IMP) and the Curriculum Frameworks. Revise pacing guides to reflect current resources. Develop a system of accountability for building administrators to ensure that all teachers are utilizing their respective framework(s) for all applicable content.	Board Approved Instructional Management Plan Professional Development Agendas/Resources	May 2011 - Ongoing <ul style="list-style-type: none"> ▪ School Board ▪ Superintendent ▪ Curriculum Coordinator ▪ Principals

**Drew School District
Corrective Action Plan for Accreditation Audit**

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Area of Non-Compliance (Standard 28): 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.

28.1 The school district implements a uniform grading policy. (SB Policy 403).

Note: This portion of the standard will be jointly monitored and enforced by the State Board of Education and the Mississippi High School Activities As 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}.

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
28 28.1	Student promotion and retention policies and procedures are not consistent and do not conform to SBE policies and state law.	A. W. James Elementary will develop and implement a grade recovery program in compliance with SBE. Before receiving a passing grade during extended school year, students must complete all requirements for targeted subject.	Tracking Sheets Students Portfolios	May 2011-June 2012 <ul style="list-style-type: none"> ▪ School Board ▪ Superintendent ▪ Principal ▪ Administrative Staff/ Site Director

**Drew School District
Corrective Action Plan for Accreditation Audit**

This plan has been developed to ensure the deficiencies that were identified by the Mississippi Department of Education are addressed in accordance to the Public Schools Accountability Standards of 2010.

Area of Non-Compliance (Standard 29): The school district provides alternative education programs for the categories of students identified in MS Code 37-13-92. (SB Policies 901 and 902)

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 Programs.)

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.)

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
29 29.1	The district's alternative education program does not meet the guidelines established by State Board of Education policy and state law.	Establish and implement an Alternative Education program that meets the guidelines establish by the State Board of Education.	Board approved Alternative School Program/GED Program	May 2011 - Ongoing <ul style="list-style-type: none"> ▪ School Board ▪ Superintendent ▪ Principals ▪ District Level Personnel
29.2	The district does not operate a GED Program; however, school board policy states that the district shall provide a program of GED preparatory instruction as part of the Alternative School.	Review/Revise School Board policy as it relates to the implementation of the GED program as part of the Alternative School.	Alternative School Handbook	

**Drew School District
Corrective Action Plan for Accreditation Audit**

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Area of Non-Compliance (Standard 30): Each classroom teacher, excluding vocational teachers whose class periods exceed 50 minutes, has an unencumbered period of time during the teaching day to be used for individual or departmental planning.

30.1 If the school utilizes a traditional six-period or seven-period day schedule, the instructional planning time provided for secondary teachers is a minimum of 225 minutes per week, exclusive of lunch period. If the school utilizes any form of a modular/block schedule, the instructional planning time provided is a minimum of either 225 minutes per week or an average of 225 minutes per week per instructional cycle, exclusive of lunch period.

30.2 Instructional planning time for the elementary school teacher is no less than 150 minutes per week, exclusive of lunch period.

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
30 30.1 and 30.2	The district has failed to report complete and accurate data to the MDE; therefore, compliance with these standards could not be verified.	The district will ensure that complete and accurate data/master schedule is submitted to the MDE regarding teacher scheduling and planning according to 30.1 and 30.2	Master Schedules MSIS Data	August 2011 - Ongoing <ul style="list-style-type: none"> ▪ Superintendent ▪ Principals ▪ Counselors ▪ Lead Teachers

**Drew School District
Corrective Action Plan for Accreditation Audit**

This plan has been developed to ensure the deficiencies that were identified by the Mississippi Department of Education are addressed in accordance to the Public Schools Accountability Standards of 2010.

Area of Non-Compliance (Standard 31): Individual teachers (grades 9-12) are limited to three course preparations per scheduling cycle or five in the same subject/content area.

Note: Any request for an exception to the above standard must be submitted in writing to the Commission on School Accreditation for review and action. Each classroom teacher, excluding vocational teachers whose class periods exceed 50 minutes, has an unencumbered period of time during the teaching day to be used for individual or departmental planning.

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/ Responsibility
31	The district has failed to report complete and accurate data to the MDE; therefore, compliance with these standards could not be verified.	The district will ensure that teachers receive the appropriate number of course preparations in accordance with Standard 31. If a waiver for this is necessary, the district superintendent will submit a letter of approval to the MDE in a timely manner.	Master Schedule	<ul style="list-style-type: none"> ▪ May 2011 -Ongoing ▪ Superintendent ▪ Principals ▪ Counselors

**Drew School District
Corrective Action Plan for Accreditation Audit**

This plan has been developed to ensure the deficiencies that were identified by the Mississippi Department of Education are addressed in accordance to the Public Schools Accountability Standards of 2010.

Area of Non-Compliance (Standard 32): The curriculum of each high school at a minimum consists of required and approved courses that generate at least 33½ Carnegie units annually. (See Appendices B and C.) {MS Code 37-1-3(2)} (SB Policies 2902 and 2903)

Note: Any request for an exemption from teaching the courses listed in Appendix B must be submitted in writing to the Commission on School Accreditation for review and action.

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
32	The district does not meet the basic secondary curriculum requirement. Inconsistencies exist in the student handbook and policies. MSIS report indicates that the basic curriculum of the high school does not consist of required and approved courses that generate at least 33 ½ Carnegie unites annually.	The district will ensure that the required and approved courses that generate 33 ½ Carnegie units are offered on an annual basis. This report will be published and disseminated to parents in the form of the Parent/Student Handbook, via the district website, and parent meetings.	Parent/Student Handbook Drew School District Website/Newsletters	May 2011 - Ongoing <ul style="list-style-type: none"> ▪ School Board ▪ Superintendent

**Drew School District
Corrective Action Plan for Accreditation Audit**

This plan has been developed to ensure the deficiencies that were identified by the Mississippi Department of Education are addressed in accordance to the Public Schools Accountability Standards of 2010.

Area of Non-Compliance (Standard 33): 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}

Note: In any configuration of grades K-8, the curriculum must include 150 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 education in a self-contained classroom setting.

Accreditation Standard	MEDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
33	The district has failed to successfully implement the basic elementary curriculum.	<p>At A. W. James Elementary, the arts will be integrated across the curriculum.</p> <p>Revise all master schedules for grades K-8 to include health education, physical education, the arts, and center activity.</p> <p>Provide teachers with frameworks for health education, physical education, and visual and performing arts.</p> <p>Ensure that teachers are developing lesson plans and providing instruction for students in the areas of health education, physical education, and visual and performing arts.</p>	Lesson Plans, products, activities, Calendar of events	<p>August 2011-May 2012</p> <ul style="list-style-type: none"> ▪ Principal ▪ Lead Teacher ▪ Classroom Teachers

**Drew School District
Corrective Action Plan for Accreditation Audit**

This plan has been developed to ensure the deficiencies that were identified by the Mississippi Department of Education are addressed in accordance to the Public Schools Accountability Standards of 2010.

Area of Non-Compliance (Standard 34): Student teacher ratios do not exceed the following: {MS Code 37-151-77}

34.1 Student teacher ratios do not exceed 22 to 1 in kindergarten, except in instances in which a full-time assistant teacher is in the classroom. If a full-time assistant teacher is employed, 27 may be enrolled. {MS Code 37-151-77} (See *Mississippi Kindergarten Guidelines*.)

34.2 Student teacher ratios do not exceed 27 to 1 in classrooms serving grades 1 through 4 unless approved by the State Board of Education. (Schools Meeting the Highest Levels of Performance are exempted.) (SB Policy 2100) {MS Code 37-151-77}

34.3 Student teacher ratios do not exceed 30 to 1 in self-contained classes serving grades 5-8. {MS Code 37-151-77}

34.4 Student teacher ratios do not exceed 33 to 1 in departmentalized academic core classes serving grades 5-12. {MS Code 37-151-77}

34.5 The total number of students taught by an individual teacher in academic core subjects at any time during the school year shall not exceed 150. (Schools Meeting the Highest Levels of Performance are exempted.)

Note: A teacher who provides instruction through intra-district or inter-district distance learning or supervises students taking virtual courses will be exempt from the 150-student limitation. A lab facilitator or principal designee will be responsible for the assignment of grades and related activities at the receiving school.

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
34 34.1 34.2, 34.3, 34.4, 34.5	The district has failed to report complete and accurate data to the MDE; therefore, compliance with these standards could not be verified.	The district will ensure that the accurate data is submitted regarding student-teacher ratio for Kindergarten. The district will ensure that the accurate data is submitted regarding student-teacher ratios for all grade levels (1-12).	Master Schedules MSIS Data Personnel Data	May 2011 - Ongoing <ul style="list-style-type: none"> ▪ Superintendent ▪ Principals

**Drew School District
Corrective Action Plan for Accreditation Audit**

This plan has been developed to ensure the deficiencies that were identified by the Mississippi Department of Education are addressed in accordance to the Public Schools Accountability Standards of 2010.

Area of Non-Compliance (Standard 35): 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)

35.1 All buses are inspected on a quarterly basis and are well-maintained and clean. (SB Policy 7909)

35.3 Bus schedules ensure arrival of all buses at their designated school sites prior to the start of the instructional day.

35.4 Emergency bus evacuation drills are conducted at least two times each year. (SB Policy 7904)

Accreditation Standard	MDPE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
35.1	Buses are not cleaned or properly maintained.	The district will ensure that the buses are inspected on a quarterly basis. The buses will be randomly inspected for maintenance and cleanliness.	Bus Inspection Checklist	<ul style="list-style-type: none"> ■ May 2011-Ongoing Superintendent ■ Bus Shop Supervisor
35.3	The bus schedules do not ensure that student arrive to school on time each day.	The district will review/revise bus schedules to reflect that sufficient time is allotted for student arrival and departure.	<ul style="list-style-type: none"> ■ Bus Schedules ■ Bus Arrival/Departure Log 	<ul style="list-style-type: none"> ■ May 2011-Ongoing Superintendent ■ Bus Shop Supervisor ■ Principals
35.4	Documentation indicating that emergency evacuation drills were conducted as required was not available.	The district will ensure that all schools comply with the number of evacuation drills as required by SBE annually: <ul style="list-style-type: none"> ■ Bus Evacuation Drills..... 2 times per year. ■ Fire Evacuation Drills..... 9 times per year. ■ Tornado Drills..... 2 times per year. 	<ul style="list-style-type: none"> ■ Evacuation Checklists, ■ Drill Documentation, ■ Calendar of Events 	<ul style="list-style-type: none"> ■ August 2011-May 2012 ■ Principal, ■ Administrative Staff ■ Bus Driver

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
		Earthquake Drills..... 2 times per year. Bomb Search Drills..... 2 times per year. Lock Down Drills..... 2 times per year. Intruder/Violent Incident... Annually		

**Drew School District
Corrective Action Plan for Accreditation Audit**

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Area of Non-Compliance (Standard 36): 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}

36.2 The school district provides facilities that are safe.

36.3 The school district provides operational facilities that are equipped to meet the instructional needs of students and staff.

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
36	The district has failed to adequately maintain facilities.	The district will ensure that all findings indicated in the school facilities report are addressed at each physical location in order to provide safe school facilities.	Facilities Checklist	<ul style="list-style-type: none"> ▪ April 2011 -Ongoing ▪ Superintendent ▪ Maintenance Supervisor ▪ Principals
36.2	The findings outlined in the school facilities report indicate that the district has failed to provide safe school facilities.			
36.3	The district did not provide accurate and complete information that reflect the operational facilities are equipped to meet the instructional needs of the students and staff.	The district will ensure that all maintenance repairs and/or replacement of equipment are addressed in order to meet Standard 36.3 on all physical locations identified in the findings report.		

**Drew School District
Corrective Action Plan for Accreditation Audit**

This plan has been developed to ensure the deficiencies that were identified by the Mississippi Department of Education are addressed in accordance to the Public Schools Accountability Standards of 2010.

Area of Non-Compliance (Standard 37): The school district complies with State Board Policies and State and Federal laws to provide Safe and Healthy Schools:

37.2 Each school has on file a school wellness policy developed by a local school health council that addresses the eight components of a coordinated approach to school health and that has been approved annually by the local school board. (Child Nutrition Reauthorization Act of 2004) (See the Guide for Development of Local School Wellness Policy, www.healthyschools.ms.org) {MS Code 37-13-134 and MS Code 41-79-31 } (SB Policy 4012)

Accreditation Standard	MDE Findings	Corrective Action	Means of Evaluation	Timeline/Responsibility
37 37.2	The district is in need of a thorough Crisis Management Plan and is in need of Crisis Response Training. Deficiencies are related to a lack of local school wellness policies and local school health councils.	The district will develop and implement a Crisis Management Plan and train personnel to comply with Standard 37. The district will implement a Crisis Management Team to disseminate information and communicate with the local community.	Crisis Management Plan Sign-In Sheets and Agendas Crisis Management Team Meeting	May 2011-Ongoing <ul style="list-style-type: none"> ▪ Superintendent ▪ Principals ▪ MDE Contract