



2018 Application
Performance Area:
Physical and Environmental Resources

Please complete all sections of this application form, save the file and email to Training@msbanet.org by 5:00 p.m. on Friday, March 9, 2018.

School District: Mountain Grove R-III
Board President: Howard Hawkins President Daytime Phone: 417-926-3888
President Email: cihawkins@hotmail.com

Names and Titles of Who Contributed to the Application:
Howard Hawkins, Board President; Mark Hyde, Board Vice-President; Shane Coffman, Board Member;
David Gourley, Board Member; Jeff Holman, Board Member; Danny Lathrom, Board Member;
Greg Tesch, Board Member; Jim Dickey, Superintendent; Tom Johns, Assistant Superintendent;
Richard Nelson, Technology Director; Carolyn Mitchell, Board Secretary
We attest that this application has been completed and reviewed by the board members listed above and
made with the knowledge and approval of at least a quorum of the board. We attest that the information
provided in this application is true and accurate. Signatures Required.

Print Name: Signature:
Howard Hawkins, Board President
Mark Hyde, Board Vice-President
Shane Coffman, Board Member
David Gourley, Board Member
Jeff Holman, Board Member
Danny Lathrom, Board Member
Greg Tesch, Board Member

If selected as a winner, the Board of Education agrees to share their outstanding accomplishments through MSBA communication channels, including but not limited to publications, media outlets and/or presentations at meetings and conferences, on mutual agreement of the district and MSBA.

Yes X No []

Physical and Environmental Resources Criteria

- 1. Quality Learning Environment: The physical environment is conducive to teaching and learning (e.g. temperature, air quality, lighting, acoustical, space related to student population, overall maintenance etc.). There is evidence of a process and plan to maintain and improve the district's facilities. The board periodically reviews the district's evidence in providing facilities and environmental conditions that are conducive to teaching and learning and supports plans that proactively seek improvements. There is evidence of improvements to the facilities and physical environment to support teaching and learning.
2. Safety & Security: Systems are in place to provide safe environments for all students, staff and stakeholders (e.g., district/building access, stairs/elevators, fire safety, mechanical systems, custodial

supplies and equipment, labs, shops, restrooms, health services, athletic facilities and playgrounds, corridors, interior doors, security and surveillance systems, food service and commons areas) as directed by board policy. The effectiveness of practices to provide a safe and secure environment and the implementation of an up-to-date crisis/emergency management plan are periodically reviewed by the board. The board supports plans that proactively seek improvements in creating a safe and secure environment based upon standards and research. There is evidence of improvements in creating safe environments for all students, staff and stakeholders.

3. **Technology:** There is evidence of the implementation of a board-approved district technology plan to provide up-to-date technology and adequate infrastructure that effectively supports instruction, assessment and district administrative functions. The board periodically reviews the effectiveness of district technology in providing adequate support for instruction, assessment and administrative functions. The board supports plans that proactively seek ways to improve district technology. There is evidence of improvement in technology and infrastructure to support instruction, assessment and the administrative functions of the district.
4. **Environmental Practices:** An energy management plan is implemented to ensure efficient use of natural resources. Sound environmental and conservation practices (e.g., energy and water conservation and cost savings, Leadership in Energy and Environmental Design (LEED) standards/certification) are implemented. The board periodically reviews the effectiveness of current environmental and conservation practices and supports plans that proactively seek improvements for current and future practices. There is evidence of improvements in environmental and conservation practices within district operations.
5. **Community Use of Facilities:** Community use of school facilities is in alignment with district policies. The board periodically reviews the use of facilities by community groups when not in use by the district or district-sponsored groups. A balance between inclusion of community and stewardship of facilities is maintained.
6. **Long-Range Facility Planning:** There is evidence of long-range facility planning and maintenance planning as directed by board policy. Board review of long-range facility and maintenance plans and current state of facilities include enrollment projections and adherence to industry standards and provides guidance for capital outlay expenditures of well-planned facilities. The board proactively seeks improvements in the implementation of long-range facility planning and maintenance planning. There is evidence of improvements based upon long-range facility and maintenance planning.

Application Questions

Provide the Board of Education's response to the following questions for each of the criteria areas listed above. Responses may not exceed one page for each of the criteria areas. Additional pages, including appendices or attachments, will not be read or considered.

1. Describe what occurred that is outstanding in the criteria area. Be sure to address all areas listed in the description of the criteria.
2. Fully describe how specific board practices achieved or contributed to the outstanding accomplishment for the criteria area. Fully describe the board's role and/or actions that led to the accomplishment.
3. How do you know it worked? Describe the evidence that demonstrates the board's practices are effective in meeting the criteria area.

Application Process

On the last page of the application, describe the process the board used to complete the application so as to ensure participation of board members in the application process. Include information on the board's process for deciding to apply for the award; how board members contributed ideas for the content of the application; board member involvement in the drafting of the application; and board approval of the final application to be submitted to MSBA. The response is limited to one page.

Questions about the Application or Awards

Please contact Janet Tilley, Director, Board Development, by phone at 800-221-MSBA (6722), ext 379, or by email at tilley@msbanet.org.

Quality Learning Environment: Describe what occurred that is outstanding in the criteria area; the board's role and/or actions that led to the accomplishment; and evidence that demonstrates the board's practices are effective. Be sure to address all areas in the description of the criteria.

The Mountain Grove School District Board of Education, is committed to continually offer a Quality Learning Environment for our students and staff. We know that our physical facilities fundamentally impact the quality of education our students receive. Beginning in 2005, the board of education set in place an aggressive review of and modernization of, all existing facilities. At that time, no new construction or major renovations had been completed since 1990. The first step was to complete a 10 year demographics study, the hiring of a school architect, the completion of a detailed educational facility needs assessment, and the development of a comprehensive 10 year master plan. The results of these actions brought upgrades to every existing building, the construction of new facilities, the acquisition of additional buildings and a 10 acre baseball/softball complex. Projects included a new elementary gymnasium, media center, computer lab, elevator, stage, and administration area. Those changes allowed for a modern early childhood learning facility which had previously been utilizing two residential homes off campus. A new classroom, elevator, and gymnasium renovation took place at the middle school. The high school improvements included an athletic stadium modernization, a new 40,000 square foot arena/event center, the purchase and renovation of the Alternative Learning Center and a performing arts stage enhancement. The vocational school had a complete replacement of its heating, air systems and windows. Lastly, the maintenance department was moved to a newly purchased facility which added a 20,000 square feet warehouse and maintenance shop.

Board Role: The Mountain Grove Board of Education is and was actively engaged in ensuring a quality learning environment which is conducive to achievement in our schools and campuses by:

- Establishing the district's Facilities Committee to ensure all stakeholders are informed and can provide input concerning district capital projects culminating with an annual school board review
- Approved the hiring of a district architect to assess current and long term needs
- Contracted for a demographics study to identify current and 10 year forecasted trends in the district
- Placing a bond issue on the ballot for the elementary projects which was approved but not used due to financial improvements in the districts reserve funds
- Modifying the assistant superintendent position to require a project management and facilities background with duties specific to oversight of the buildings, grounds, and construction management
- Directing the creation of a 10 year master plan
- School Board members were active participants in the CSIP revision process

Evidence: Indicators of our success in improving the quality learning environment in our district are:

- The PE department's districtwide use of the all-weather indoor track, outdoor stadium and their own new or renovated gymnasiums on a daily basis
- The new Arena/Event center has allowed for large community events hosting world renowned entertainment groups and the hosting of state level playoffs for class 1 and 2 athletic events. Further, almost all regional co-curricular activities are now held at Mountain Grove schools upon the request of the other districts
- The elevator installations have made all buildings ADA accessible for the growing number of students requiring this equal access
- Completion of the elementary library and media center quadrupled that educational space
- The new alternative learning center has successfully graduated approximately 10 percent of the annual graduates over the past 10 years

Safety and Security: Describe what occurred that is outstanding in the criteria area; the board's role and/or actions that led to the accomplishment; and evidence that demonstrates the board's practices are effective. Be sure to address all areas in the description of the criteria.

As a part of all the infrastructure renovations and new construction identified in criteria 1 above, safety and security were specifically addressed. A district level security committee was implemented. The committee ensured that these issues were addressed. Additional safety and security improvements were placed in the 10 year master plan based on the committee's recommendations. The first major tasks for the committee was to assess the current facilities and develop a district wide Emergency Operation Plan (EOP). The district chose to implement the MSBA Center for Education Safety model EOP. This required the district to adopt new practices and procedures from the top to the bottom. The campus became a "closed" access school meaning only one main entrance would be used at all buildings, administration areas were moved to the front of the building main entrance, direct visibility of all main entrances was improved, and video surveillance was put in place. All building offices were equipped with "panic" buttons, bullet resistant film was placed over main entrance doors and windows, classroom emergency kits were put in place, AED's were installed at all buildings, staff training was enhanced and contracted, table top scenario drills were and are conducted at unannounced times, video surveillance systems installed on all buses to include stop arm violation cameras. Further, contractors were hired to address ADA needs district wide. Also, a school resource officer was hired. The district also adopted a district wellness plan covering many areas. As a part of the wellness plan a committee was established and a wellness coordinator was assigned. In 2005 the district hired a nutritional specialist to implement the Healthier Hungry Kids Act to ensure all foods served in the district meet current guidelines.

Board Role: The Mountain Grove Board of Education is and was actively engaged in a safe and secure learning environment which is conducive to achievement in our schools and campuses by:

- Establishing the district's Safety Committee to ensure all stakeholders are informed and can provide input concerning district safety and security needs culminating with a required program evaluation to the board
- Directed an external evaluation of existing facilities and safety plans
- Adopting recommended MSBA policies on School Safety
- Moving the early childhood center back onto campus and equipping it with modern access controls
- Budgeting for annual active-shooter training
- Budgeting and hiring the school resource officers

Evidence: Indicators of our success in improving the quality learning environment in our district are:

- Mountain Grove Schools has all external entrances covered by video surveillance
- All school buses are equipped with four digital video recording systems
- Required emergency drills are conducted with lessons learned presented to the committee
- Annual staff, student and patron surveys clearly indicate that they "feel safe while at school"
- The school resource officer is in place and actively participates as a part of the committee
- Multiple physical improvements to the facilities have been completed to ensure accidents and injuries are mitigated
- Repeated DESE food service reviews with no discrepancies meeting all wellness and nutritional guidelines
- Cooperative agreements with local emergency management organizations have been established with school district administration as active members

Technology: Describe what occurred that is outstanding in the criteria area; the board's role and/or actions that led to the accomplishment; and evidence that demonstrates the board's practices are effective. Be sure to address all areas in the description of the criteria.

Mountain Grove technology resources have benefited from steady growth and stewardship over the past ten years. Every classroom in grades K–12, media centers, and computer labs, requiring Smart Boards, Promethean boards or interactive student technology boards for instructional use have them. They also have both hard cabled and wireless connection abilities. The campus is now a "Google" campus and a Chromebook institution. The district technology director knew that to achieve this progress moving forward would require a robust backbone infrastructure. The district hired a communication design engineer to design a robust backbone that could support the onslaught of oncoming technology. The district had an existing fiber backbone around the campus but lacked a true internal system to support the bandwidth requirements. An extensive overhaul took place with the fiber backbone running at gigabit speed and a 100 megabit circuit was extended to all classrooms. That was followed by an aggressive wireless network providing multiple connective availabilities to the instructional staff and students. Three key elements of the technology growth resulted in an incredible cost savings and technology availability. First, was the campus was and is a Linux based platform. This resulted in hundreds of thousands of dollars to be recouped by the district through licensing and upgrade cost. Second was the early identification of the Google campus technologies, and lastly was the low cost of Chromebook technology. Instead of the 1:1 solution, the district uses Chromebooks when in school. The problem with 1:1 in our rural setting is that many students do not have internet connectivity at their homes. With fixed labs in all buildings and mobile carts in all grade levels, teachers have access when needed. If a cart is not assigned to a room, one is always available when requested. Mountain Grove is now a fully wired and wireless campus. Our network and device functionality facilitates smooth operations during peak demand periods and state assessments.

Board Role: The Mountain Grove Board of Education is actively engaged in providing up-to-date and adequate technology resources to our schools by:

- Adopting recommended MSBA policies on technology and technology resources
- Reviewing and approving technology department plans and activities in the district and approving the District Technology Plan every three years
- Approved the hiring of a district telecommunications engineer to assess current and long term needs
- Budgeting for district-wide technology improvements that result in teachers having classroom technologies that meet their needs
- Converted board meetings to a paperless environment using current technologies
- Retained the technology director long term by providing equitable industry salary and benefits
- School Board members were active participants in the CSIP revision process

Evidence:

Indicators of our success in improving technology access and usage in our schools and campuses are:

- Mountain Grove's technology infrastructure features both wired and wireless access throughout the district
- The network is distributed across campus over fiber optic lines
- Every Mountain Grove teacher has a laptop computer or Chromebook, interactive smartboards and has Chromebook book access for students
- Mountain Grove offers computer instruction courses for grades 3-12. Curriculum in secondary grades 6-12 is heavily integrated with computers. This instruction culminates with a "Tech Cadet" program where students work with and assists the tech department with level one repairs district wide

Environmental Practices: Describe what occurred that is outstanding in the criteria area; the board's role and/or actions that led to the accomplishment; and evidence that demonstrates the board's practices are effective. Be sure to address all areas in the description of the criteria.

The Mountain Grove School Board supports the Superintendent and his administration as improvements for better efficiency and use of environmental resources are continually reviewed and implemented throughout the school district. For many years, the school district has employed industry best practices for centralized systems allowing for the most efficient use of our HVAC systems to lower energy usage throughout all of our school buildings. This is done with existing systems and in our renovation and new construction projects. The school's energy management plan includes a rotating maintenance plan for updating roofing, windows and doors by incorporating thermal barriers for economic impact and energy efficiency throughout all school buildings. Additionally, the maintenance department has in place a rigid preventive maintenance plan on all its systems to ensure indoor air quality is up to standard. The District is proud of its early implementation of a recycling program which included paper/cardboard, plastic and technology equipment. The district purchased recycling containers for all classrooms, commons areas and athletic facilities.

The overall environmental effort is across the board. Modernizing heating systems, changing windows and doors with thermal glass throughout the district, replacing roofs with energy efficient white rubber instead of black, installing automatic flush valves and sinks in restrooms, motion detection light switches in commons areas and classrooms, installing LED lighting and controlling diesel emissions from school buses are all a part of the large endeavor.

Board Role: The Mountain Grove Board of Education is actively engaged in ensuring quality environmental practices of our schools by:

- Establishing the Facilities Advisory Committee and Wellness Committee with school board members as committee members to ensure all stakeholders are informed and can provide feedback about environmental concerns and plans for the district
- Annually reviewing district maintenance and facility management plans and activities as they relate to environmental practices
- Budgeting for the implemented preventive maintenance program to include the upgrading of electrical, plumbing and HVAC systems that account for energy efficiency
- Planned and implemented outdoor classroom space utilizing grants and local donations
- School Board members were active participants in the CSIP revision process

Evidence:

Indicators of our success in improving quality environmental practices of our schools and campuses are:

- Community, staff, and student buy in for the implementation of energy efficiency and conservation
- The district was able to cut its trash hauling fee in half...in part due to the recycling program
- Electrical, water and gas consumption has decreased where modern systems have replaced aged units
- LUX lighting levels have improved in areas where LED lighting has been installed
- New computerized heating and air system monitors are allowing total control of campus classrooms and commons areas

Community Use of Facilities: Describe what occurred that is outstanding in the criteria area; the board's role and/or actions that led to the accomplishment; and evidence that demonstrates the board's practices are effective. Be sure to address all areas in the description of the criteria.

Accomplishment: The district has had a long history of community involvement with its facilities. However, usage was for small meetings, or group functions in a cafeteria or classroom. Once the district began its massive renovation, construction and acquisition process, the community use has grown exponentially. The biggest changes were with the construction of the Arena/Event Center. Because of its size, capabilities, and geographical location in South Central Missouri, the Arena has become the place to "host" about anything. We hosted community concerts each year with world renowned groups. We also held 120 basketball games last year to include class 1 and 2 sectionals for MSHSAA (Mountain Grove is class 3), numerous regional events such as FBLA, FCCLA, Band, Choir, JROTC and other co-curricular events. Being the largest venue within 60 miles any direction, the request for usage has steadily grown. Further, with the acquisition of the baseball/softball sports complex, the district is able to allow the local YMCA to host nearly 500 kids for their summer sports programs. With additional gyms and gym renovations, we now work with the YMCA to schedule youth basketball and volleyball teams to use the facilities for practices. This includes the new batting cages installed in the new elementary gym. With the new and upgraded media centers, more professional groups are holding meetings and local colleges are offering classes on our campus. Lastly, our facilities are now requested by much larger school districts when they cannot facilitate an event. Our facilities, particularly the athletic areas, are in steady use during the week and weekends. All of these things bring great pride to our school and a positive economic impact to our small town. Lastly, the district implemented an aggressive advertisement program for local and national businesses for a fee. In all, the district now receives approximately 50 thousand dollars a year from businesses who know that the community will see their name/brand recognition when others rent or use our facilities.

Board Role: The Mountain Grove Board of Education is actively engaged in ensuring the appropriate community use of our facilities by:

- Establishing community engagement Facilities Committee and Wellness Committee to ensure that stakeholders are informed and can provide feedback about district facilities usage
- Approving the plans and funding for new construction and renovation projects
- Approving and annually reviewing the rental and usage policies and procedures for facilities
- Approving the district advertising plan for athletic areas
- Annually funding and reviewing the maintenance of the facilities

Evidence: Indicators of our success in sharing our facilities when not in use by district activities are

- The number of request from K-12 and collegiate educational institutions to use our facilities has dramatically increased
- The number of request by outside organizations has increased exponentially
- There is a waiting list for outside organizations to use certain spaces
- Our facilities are constantly being used after school, on the weekends, and it is nearly impossible to find a time when our facilities are not in use by some team, group, or civic organization
- Each week local Boy Scout and Girl Scout troops utilize our spaces
- Increased rental fees have allowed the district to re-invest in our facilities
- A waiting list for companies wanting to advertise in our approved spaces

Long-Range Facility Planning: Describe what occurred that is outstanding in the criteria area; the board's role and/or actions that led to the accomplishment; and evidence that demonstrates the board's practices are effective. Be sure to address all areas in the description of the criteria.

Accomplishment:

Hiring a quality superintendent, changing the professional credentials required for in the assistant superintendent's job description and retaining the technology director by providing a comparable industry salary and benefits has proven to be a valuable investment for the district. The overall change in the strategic planning for the district has become a model for k-12 institutions. No longer does the district look for a quick or temporary fix to what should be part of a "facilities or technology master plan". Quick or trendy solutions have been replaced with solid business practices that have allowed the district to spend 12 million dollars over the last twelve years on proven solutions. The district's master plan is a true 10-15 year vision guiding where the district is going and how it will get there. Further, daily operations of the support side of the district are now more businesslike than ever before. Long term contracts were renegotiated and almost every functional aspect of the facilities has been rebid to find the best solution for the district. The school board, public, and all stake holders have shown a confidence in the district's facilities improvements. Most notable was the community's approval of a bond levy which the school board did not implement due to financial examinations, other savings that were realized, and controlling cost overruns on all renovation/construction projects. In short, the district realized the importance of the "business" side of education and how the environment and technology always and always will play a major role in the education of our students.

Board Role: The Mountain Grove Board of Education is actively engaged in ensuring that appropriate long-range facility plans are being reviewed and implemented by:

- Establishing the district's Facilities Committee to ensure all stakeholders are informed and can provide input concerning district capital projects culminating with an annual school board review
- Approved the hiring of a district architect to assess current and long term needs
- Contracted for a demographics study to identify current and 10 year forecasted trends in the district
- Placing a bond issue on the ballot for the elementary projects which was approved but not used due to financial improvements in the district's reserve funds
- Modifying the assistant superintendent position to require a project management and facilities background with duties specific to oversight of the buildings, grounds, and construction management
- Directing the creation of a 10 year master plan
- School Board members were active participants in the CSIP revision process

Evidence: Indicators of our success in ensuring that appropriate long-range facility plans are being reviewed and implemented by:

- The PE department's use of the all-weather indoor track, outdoor stadium and their own new or renovated gymnasiums on a daily basis
- The new Arena/Event Center has allowed for large community events hosting world renowned entertainment groups and the hosting of many state level MSHSAA events
- The elevator installations have made all buildings ADA accessible
- Completion of the elementary library and media center quadrupled that educational space
- The alternative learning center has successfully graduated approximately 10 percent of the annual graduates over the past 10 years

Application Process: Describe the process the board used to complete the application so as to ensure participation of all board members in the application process.

The board became aware of its eligibility to apply for this award through an MSBA email that was sent to all board members. One board member communicated our eligibility to the rest of the board at a school board meeting and provided an overview of the process. The board then discussed the award at our next regular board meeting and developed a plan for completing the application. The board created a document to be reviewed by all members for feedback and input. Over the next month a final document was completed and approved by a unanimous vote at the February 2018 regularly scheduled school board meeting.

Notably, the content of this application truly reflects the significant work of the Board of Education over the last ten years in particular. There is just not enough room on the application to adequately cover how active our Board has been in the development of our physical and environmental spaces for our students and staff.