

BREATHITT COUNTY SCHOOL DISTRICT STEVEN C. MEADOWS, STATE MANAGER OCTOBER KBE MEETING ACTION PLAN UPDATE

1. Status Update

Members of the Breathitt County Board of Education continue to develop the capacity for leadership and self-governance. The recent hire of a new superintendent has added a significant element critical to the success of an efficient and effective public school system.

Daily operations are under the direction of the new superintendent. However, during the period of state management, all decisions remain subject to the State Manager and approval of the Kentucky Commissioner of Education.

KDE continues to provide onsite staff assistance visits with district administrators to support improvement planning in the areas of transportation and student attendance.

The 30-60-90-Day Strategic Planning Model is now being used to help district leadership set goals, strategies, and accountability measures to ensure successful implementation and completion of school and district processes.

The PDSA (Plan, Do, Study, Act) model is now being introduced to school and district activities to ensure continuous progress is used to improve results through monitoring and analyzing data. Data driven decision-making will align school and district goals, people and values. This is an ongoing process of learning, reflecting, monitoring and evaluating for success.

2. Action Strategies - Completion

- Introduction of new Superintendent and new State Manager.
- KSBA leadership training and development – on-site:
 - The scheduled Board/Superintendent August retreat provided the board and new superintendent invaluable training on Board/Superintendent Relations, School District Goals, Superintendent Professional Growth and Effectiveness System and Superintendent Evaluation Process. – State Manager attended.
 - Future training dates of September 15, October 13, and November 17, 2015 are scheduled.
- Successful transition of new State Manager.
- State Manager met with Board Chair and Vice Chair. Discussions centered on transition in state management, expectations of roles/responsibilities, sustaining

improvement initiatives, moving the district forward with continued success, and working collaboratively for the future of Breathitt County education.

- Incorporating and adhering to Board Policy 01.45 and the Board Meeting Agenda, Superintendent/Board Chair successfully coordinated and implemented their first regular board meeting held on August 25, 2015.
- Superintendent has fully enrolled in New Superintendent On-Boarding Process. Individual Learning Plan (ILP) team members assigned include State Manager, Board Chair, and Kentucky Association of School Administrators representative.

3. Action Strategies - Deficiencies

- Past Due: Certified Evaluation Plan (CEP) not fully implemented within required period. (An orientation session to acquaint certified employees with the evaluation process will be conducted by administrators within the 30 days of reporting for employment for the school year.) Largely as a result of the timing in transition of the new superintendent and previous state manager, portions of the new Professional Growth and Effectiveness System (PGES) specific to district administrators and other professionals has exceeded the 30-day reporting period. All teachers have received required CEP orientation.
- Point: State Manager/Superintendent.
- Estimated Date of Completion (EDC): All personnel will receive required orientation by October 2, 2015.

4. Action Strategies – Additions

- Organization - Due to the loss of one central office administrator position, the Superintendent implemented a realignment of Central Office Administrator duties. Superintendent met with each administrator and discussed new assignments. Created and communicated new district leadership organizational chart.
 - Point: Superintendent.
 - EDC: September 18, 2015.
- Communication - To enhance collaboration and communication among district leadership, the superintendent implemented standing leadership meetings. Each week, the superintendent meets with a specific leadership group, i.e., principals, central office administrators/program directors, joint meetings. Agendas are prepared, sign-in sheets collected, and minutes communicated.
 - Point: Superintendent.
 - EDC: fully implemented.
- Leadership capacity and development - Each principal and program director submit a monthly calendar of respective building level standing team meetings: Site-Based Decision Making Councils, Professional Learning Communities, Parent-Teacher

conferences, Student activities (academics and athletics).

- Point: Superintendent.
- EDC: fully implemented.
- Curriculum and Instruction – Educational Recovery Team, East Region, is providing on-site staff assistance visit on district/school/classroom curriculum, instruction, and assessment strategies.
 - Point: State Manager.
 - EDC: Beginning date - September 9, 2015.
- Curriculum and Instruction – Central Office Data Team created to establish a common language and purpose for data analysis and Response to Intervention (Rtl) strategies. No district Rtl plan currently exists. Data team will develop a district Rtl plan and provide data analysis on all district data.
 - Point: State Manager.
 - ECD: November 18, 2015.
- Governance, policies and procedures - A 30-60-90-Day Plan has been created to ensure the new District attendance policy is implemented with fidelity and monitored for desired results.
 - Point: DPP.
 - EDC: September 8, 2015.
- Finance – Tax rates were received September 3, 2015. Setting appropriate tax levies is not only one of the most important actions of a board, it's also a great opportunity (if not key) to demonstrate the serious business of investing in our kids and the future of Breathitt County education. A public hearing has been set with required notifications. Update: On September 24, 2015, the Breathitt County Board elected to take the 4% option. This action will increase General Fund revenue by approximately \$80K.