

# **MENIFEE COUNTY SCHOOL DISTRICT TIM SPENCER, STATE MANAGER FEBRUARY KBE MEETING ACTION PLAN UPDATE**

## **1. Status Update**

The Menifee County School District continues to make many improvements. The members of the Menifee County Board of Education continue to develop capacity for leadership and self-governance through partnerships with the Kentucky School Boards Association and Kentucky Association of School Administrators. Implementing school systems work, including the use of the PDSA (Plan, Do, Study, Act) tool and 30/60/90-day plans continues to drive day-to-day operations with clear and transparent communication to all stakeholders. With the addition of the Educational Recovery (ER) Staff, all schools are focused on creating systems to address and improve the deficiencies noted in the spring 2015 Internal Review Report. Professional Learning Communities, 30-60-90-day plans and curriculum alignment have been initiated in all buildings. The ER staff and district leadership team have been meeting regularly to provide staff support and build capacity to improve student achievement. School Site-Based Decision Making Council liaisons, with roles and responsibilities clearly defined, have been assigned from district staff for support.

## **2. Action Strategies - Completion**

The KDE Management Audit found a number of improvement priorities within the district. The following describes the efforts to address deficiencies in the areas of finance, governance, attendance, and curriculum/instruction/assessment:

- Finance: The district finance officer continues to present a cash flow projection that informs board members of an accurate picture of what the district financial position will be at the end of the school year. KDE Division of District Support continues on-site training to the district finance officer. The finance officer is conducting training sessions on monthly MUNIS reports with each principal and SBDM council. FEMA has reimbursed the district \$17,000 for flooding at Menifee Elementary School. Cash flow projections through the first six months indicate the

district is making progress to maintain a 2% contingency. KSBA training for the month of January will have a focus on KSBA financial training modules.

- **Governance:** The roofing project at Meniffee Elementary is underway. 30/60/90-day plans continue to drive the daily operations of the Meniffee District. The expected completion of this project should be by the end of the school year. Minimum classroom interruptions have occurred as the majority of the work was exterior in nature. The range hood installation at Meniffee Elementary is in the final stages of completion. The State Manager continues to implement the Certified Evaluation Plan with fidelity. The State Manager has completed mid-year reviews and site visits for the first semester with all principals. The Val-Ed surveys will be completed during the month of January. With support of the ER Staff, Central Office Staff are in the beginning stages of developing linkage charts to align their work. District staff members have been trained on roles and responsibilities of liaison duties for monitoring and support to schools. Principal selection training for Meniffee County High School's SBDM council will be held January 12. Comprehensive District/School Improvement Plans have been approved by KDE and posted on the district website for continued transparency and clear communication. With the support of the ER Staff, the Meniffee County District is preparing an application for the 21<sup>st</sup> Century Community Learning Centers Program Grant. If awarded, the district would receive up to \$675,000 to implement improvement programs over the next five years.
- **Curriculum/Assessment/Instruction:** Educational Recovery (ER) Staff continue to support the schools and district. Through coaching and support, the PLC process is being implemented in all schools. The first round of End-of-Course (EOC) assessments is complete. Preliminary data shows increases in proficiency rates for all subjects tested, and decreases in novice. The second round of Thinklink data is being analyzed with similar results. Improvements in Novice Reduction are district-wide and continue to remain a focus in the 30/60/90-day plan. District curriculum documents are still in the beginning stages and continue to drive district-wide meetings for development. The Gifted and Talented Handbook for the district has been created. Response to Intervention plans are implemented in all schools. Data walls are being created at Botts Elementary. A College and Career Readiness Wall of Fame has been created at Meniffee County High School. The state manager continues to make daily monitoring visits to schools to

provide support for principals.

- Attendance: Staff attendance data is being collected daily to study the impact to student achievement. Student attendance remains consistently high at 94.7%.

### 3. Action Strategies - Deficiencies

Although many areas of curriculum/assessment/instruction have been completed, there are still deficiencies to be addressed. Curriculum and assessment work and a fully aligned curriculum are still on the forefront of the work agenda in all schools. Due to a short calendar month in December, the last round of district walkthroughs were incomplete. Rigorous instruction, differentiation, high level questioning, high expectations for student achievement, students' knowledge of how they are assessed and the use of exemplars and rubrics remain a focus in all schools. Common assessments across the district for grade levels (K-5) and like courses (6-12), through the use of CIITS (Continuous Instructional Improvement Technology System), are in the beginning stages. Disaggregation of student level data has begun in all PLCs with our next steps focusing on data resulting in adjustments in instruction and intentional planning to meet the individual needs of all students. Analysis of current grading practices is underway with a focus on reporting student performance and mastery of the standards to students and families.

### 4. Action Strategies – Additions

The KDE Management Audit continues to be addressed through the PDSA and 30/60/90-day work to help build capacity. The district has started the process of self-assessing on addressing the improvement priorities for the upcoming Internal Review based on the report from the Spring 2015 review. The district has implemented a school monitor document to provide feedback for academic improvement.