KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action/Discussion Item:

Revisions to the Kentucky Department of Education (KDE) Program Reviews

Commissioner's Recommendation:

The Commissioner recommends that the proposed revisions for Program Reviews be approved and implemented during the 2016-17 school year. This includes revised rubrics and inclusion of assurance documents (attachments). Information on the Program Review audit process will come forward at the October meeting.

Rationale:

To seek approval from the board regarding the recommendations of the Program Review Task Force and the resulting changes to be implemented during the 2016-17 school year. These recommendations are based on input from practicing educators to provide solutions to the major issues schools and districts have raised and increase the effectiveness and quality of the Program Reviews for the next school year.

Applicable Statute or Regulation:

KRS 158.6453, 158.6455, 703 KAR 5:230

Action Question:

Should the Kentucky Board of Education approve the revisions to Program Reviews as recommended by the Program Review Task Force?

History/Background:

Existing Policy: As required by Senate Bill 1 (2009), a process was designed and implemented for Program Reviews. A Program Review is a systematic method of analyzing components of an instructional program, including instructional practices, aligned and enacted curriculum, student work samples, formative and summative assessments, professional learning and support services, and administrative support and monitoring.

Program Reviews serve a number of purposes, which include:

- Improving the *quality* of teaching and learning for all students in all programs;
- Allowing equitable *access* to all students of the skills that will assist them in being productive citizens;
- Allowing student *demonstration* of understanding beyond a paper-and-pencil test;

- Ensuring a *school-wide natural integration* of the program skills across all contents, beyond the program areas.

Program Reviews are intended to provide opportunities for students to grow and learn. This occurs when programs are planned, implemented and evaluated systemically, keeping the focus on the quality and degree of access and exposure to the key knowledge and skills all students experience in the program area.

Summary: The Program Review Task Force was established in November 2015 to address challenges and concerns brought forward by schools and districts. Membership includes teacher, school and district leaders. After an initial meeting to prioritize the work of the group in December 2015, three subcommittees were formed to provide solutions for the following:

- Rubrics – Revise rubrics for each program area
- School/District Process – Develop model processes for implementing and evaluating school level and district level Program Review
- Accountability – Develop options for including Program Reviews in accountability

This past April, the Program Review Task Force met in Frankfort to share recommendations with the Commissioner. Below is a chart reflecting the changes that are recommended to be made to Program Reviews for the 2016-17 school year as a result of the work conducted by the task force.

2015 – 2016 Process	Program Review Task Force Feedback	2016 – 2017 Process
Rubric is divided into four standards: Curriculum and Instruction, Formative and Summative Assessment, Professional Learning and Administrative Leadership/Support and Monitoring	The Program Review Sub-Committee focused on revising rubrics, removed redundant language and streamlined expectations for each standard. The Program Reviews were reduced to 8-10 pages for each program rubric. Previously the different rubrics for the Program Reviews ranged from 32 to 56 pages.	Rubric is divided into four standards: Curriculum and Instruction, Formative and Summative Assessment, Professional Learning and Administrative Leadership/Support and Monitoring
Each standard defined by 52 demonstrators		Each standard defined by 24 demonstrators
Each demonstrator described and clarified by 212 characteristics		Each demonstrator described and clarified by 168 characteristics
Schools rate themselves on each characteristic (No	The Program Review Task Force shared their frustration with the	Schools respond as to whether or not they have each demonstrator (Not Meeting

implementation, Needs Improvement, Proficient or Distinguished) Each characteristic receives a rating	tedious task of entering multiple evidences for each Program Review. The scoring process was long, time consuming, and repetitive. The process was condensed in an effort to streamline it and eliminate unnecessary data entry. Also, guidance will be shared regarding promising practices districts can use to create a system of review and continuous improvement.	Expectation, Meeting Expectation, Exceeding Expectation) Each demonstrator receives a rating based on the number of characteristics a school has in place
Schools list evidence in ASSIST		Schools do not list evidence in ASSIST – schools maintain their own evidence on site as needed
Schools write a rationale in ASSIST		Schools do not write a rationale in ASSIST
Schools complete "Next Steps" diagnostic in ASSIST		Schools do not complete "Next Steps" diagnostic in ASSIST
All Program Reviews were scored and justifications were submitted	The Program Review Task Force sub-committee proposed two options for using program reviews in assessment. Assurances and a reduction in Program Reviews were proposed. SBDM council influence on hiring staff and curriculum was also shared as a concern.	Assurances signed each year by principal, SBDM council and superintendent ensuring support for continuously providing quality programs to expand opportunities for all students
Every program is reviewed every year		Two programs to be scored each year
Schools complete a K-3 program review		Schools sign K-3 Assurances every year

In order to provide guidance and updates regarding changes to Program Reviews, the KDE Division of Program Standards will enact the following communication plan:

- Website release of guidance: early August
- Webinar to highlight revisions to Program Reviews: early August
- 10 statewide trainings: starting 8/31/16
- Various presentations through state partner groups: ongoing

Attached are the revised Program Review rubrics and the assurance documents.

Budget Impact: Travel and expenses related to the training and audits associated with Program Reviews will be paid through KDE general funds.

Groups Consulted and Brief Summary of Responses:

Staff has consulted the Program Review Task Force and will be consulting the Superintendents' Advisory Council (SAC) prior to the board meeting. The revisions are supported by the task force and the SAC feedback will be reported at the August board meeting.

Contact Persons:

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Commissioner of Education

Date:

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