

MENIFEE COUNTY SCHOOL DISTRICT

OCTOBER 5, 2016

ACTION PLAN UPDATE

1. Status Update

The Menifee County School District has a current balance of \$1,299,967.63. The current tentative budget has a 5.0% contingency. The district will approve the working budget at the September local board meeting.

The Menifee County School District has continued to make many improvements over the past two months. They have worked persistently to improve transparency and the climate and culture of the district. Systems are monitored to educate and hold all stakeholders responsible for following policies and procedures.

The Plan, Do, Study, Act model (PDSAs) has been revised collaboratively with the Education Recovery (ER) staff and district staff to address the improvement priorities found within the state management audit. 30/60/90-day action plans are utilized to ensure successful implementation and completion of school and district processes. The topics for each plan are as follows: Curriculum and Instruction, Assessment, Governance, School Foods, Finance, Facilities, Technology, Pupil Attendance, Transportation, and Student Health.

There is an intentional focus on improving all systems within the Menifee County Public Schools. Data analysis and deliberate planning based on student needs are the driving forces for decision making.

2. Action Strategies - Completion

i The Kentucky Department of Education (KDE) Management Audit found a number of improvement priorities within the district. Specific 30/60/90-day plans were created utilizing the management report and PDSAs guide the improvement process.

- 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 each month. The annual district financial audit was conducted the first week of September for the 2015-2016 school year. The district is in the process of establishing tax rates for the 2016-2017 school year. The board voted in July to approve the recallable nickel tax. A petition committee was established within the community, and

the county clerk recently determined that the petition was valid. The board of education is currently reviewing the next steps in this endeavor.

- **Governance:** An updated communication plan and organizational chart were developed and approved by the local board during the August meeting. The board received training in the area of Superintendent Evaluation in August and will receive additional finance training in September. As a result of the August election filings for school board members, two board members will be running unopposed, while one precinct did not have a candidate file for consideration. The Commissioner of Education has recently started the process of appointing a new board member for the vacated seat when it becomes vacant on January 1, 2017. The district leadership team has developed a School-Based Decision Making (SBDM) Observation/Review Document to assist in monitoring the SBDM Councils at each of the schools.
- The District Attendance Specialist continues to send daily emails on the attendance for each school. District attendance rates have remained around 96.5% for the start of the school year. The district enrollment has increased from 1,055 students to 1,068 students. The staff attendance for the first month of school was 96.5%.
- **Curriculum/Assessment/Instruction:** ER staff were assigned to all three schools as well as the district office to provide support and guidance in all aspects of the educational process. Each school will send a team to the Novice Reduction Regional Workshop to continue focus on reducing novice students in all buildings. The State Manager has conducted site visits at all three schools as part of the Principal Professional Growth and Effectiveness System and provided feedback on established Professional Growth Goals. Curriculum alignment and design will continue to be a focus area for the district. The district will establish a K-5 Curriculum Team (one representative from each grade; equal representation of schools) to ensure quality Tier 1 core instruction and begin building common assessments for reading and math. Effective grading practices also will be incorporated throughout the team's work. Curriculum work is a monthly focus for each grade level through the established Professional Learning Community process at all grade levels. This curriculum work includes deconstruction of standards and the development of student-friendly learning targets which will lead directly to a mapped curriculum for each grade level. Menifee County High School has begun implementation of the College Career Readiness PDSA. The current college and career ready (CCR) rate for Menifee County High School is 15%. District walkthroughs continue monthly with a snapshot of the learning environment of each school being captured. The district walkthrough

team uses this snapshot to identify strengths (pluses) and weaknesses (deltas) which are shared with staff after each walkthrough. Menifee County has administered ThinkLink Assessments in grades K-8. ER staff has conducted training for all K-8 teachers in the analysis of ThinkLink data. Teachers are using this analysis to inform instructional practice, address individual student needs and implement response to intervention. As a result of this data analysis, buildings have begun to modify their bell schedules to include dedicated response to intervention times to meet the needs of all students based on current data. The Menifee County Board of Education approved a district-wide Multi-Tier System of Supports/Response to Intervention (MTSS/RtI) Plan. The next step is for each school to adopt a school level plan. Botts and Menifee Elementaries intend to apply for the Math Achievement Grant. This will provide additional and much needed Tier 3 instruction opportunities for the struggling students in mathematics. Menifee County High School plans to apply for the School Improvement Grant to assist in providing additional resources to improve student achievement. The Effective Learning Environments Observation Tool (eleot) walkthroughs are scheduled to begin on September 7, 2016 district-wide. Curriculum documents also will be checked for compliance.

3. Action Strategies - Deficiencies

i Although many areas of curriculum/assessment/instruction have been completed, there are still many deficiencies.

At the current pace of curriculum work within the school level Professional Learning Communities (PLCs), the goal of a fully-aligned curriculum will not be completed this year.

During the last round of district walkthroughs, there was no improvement in the effectiveness of the learning environments in each building. The lowest areas in the district walkthroughs include 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.

There are currently no aligned common assessments across the district for elementary grade levels (K-5) and like courses (6-12).

Disaggregation of student level data is not always resulting in adjustments to instruction and intentional planning to meet the individual needs of all students.

Current grading practices are not reflective of true student performance and mastery

of the standards.

There is a great need for teachers to understand the multi-tiers of instruction and to ensure that 80% of students reach mastery of standards from the core program.

4. Action Strategies – Additions

i While all components of the KDE Management Audit will continue to be addressed through the PDSA and 30/60/90-day work, a laser-like focus will be placed on curriculum/assessment/instruction with the assistance of ER staff assigned to Menifee County to ensure that student achievement is a top priority.

To further the effort on continuous improvement and an intentional focus on student achievement, principal cadre sessions have been revamped to focus solely on instruction and professional growth and are now Effective Instructional Leadership Act (EILA) approved. District Leadership Team meetings also are being reviewed for efficiency. The leadership team will be visiting Lawrence County's Central Office Leadership Team to observe an effective system at work. The district staff has implemented "Morning Chats" each day for team building and connections to linkage.