

MENIFEE COUNTY SCHOOL DISTRICT

AUGUST 3, 2017

ACTION PLAN UPDATE

1. Status Update

The Menifee County School District has a current balance of \$1,197,416. The current working budget has an 11% contingency.

The Menifee County School District has continued to make many improvements throughout the school year. The district worked persistently in transparency and improving the climate and culture of the district. Systems are being monitored to educate and hold all stakeholders responsible for following policies and procedures. Policies and procedures have been updated to ensure constant monitoring and implementation within the district.

The members of the Menifee County Board of Education continue to develop capacity for leadership and self-governance through a partnership with the Kentucky School Board Association (KSBA). In June, the board established new goals and reviewed the vision and mission statements for the district.

Several job openings have been posted. Hiring quality candidates to lead the work of the district is key. Wallace Bates was recently named principal of Menifee County High School and Tonya Means was named principal of Menifee Elementary. In addition to the new principals, the district has created the positions of Academic Instruction Specialist for the elementary school and Instructional Coach for the high school, in order to focus on instructional and curriculum support for each school. The new hires have brought a tremendous energy to the district that has a potential to shift the culture significantly. Currently, the district has the vast majority of the openings filled for the beginning of the 2017-2018 school year.

The Educational Recovery (ER) staff continue to provide leadership in the development of professional development plans, curriculum framework, and to provide instructional and coaching support to all levels of the system. Data analysis and intentional planning based on student needs continue to drive the decision making on a daily basis in Menifee County. The systems approach remains in the developmental and implementation stages.

2. Action Strategies - Completion

- i** The District Finance Officer continues to present a cash flow projection that informs the board of the district's financial position at the end of each month.

The state manager and ER staff continue to lead the district to fiscal and instructional stability in a systemic way. Leading by example has been the role of the state manager and

ER staff, so all stakeholders are aware of procedures and expectations in district operations. Beginning the new school year with 30/60/90-day plans for each department will continue to drive the work of the district. Leadership will participate in a one day retreat at the beginning of the Kentucky Association of School Administrators (KASA) annual conference to focus on the district's instructional process, Direct Explicit Instruction, and incorporating coaching strategies from Mike Rutherford training sessions.

District administration reviews School-Based Decision Making (SBDM) Observation/Review documents to assist in monitoring the SBDM councils at each of the schools on a monthly basis.

Liaison meetings with each principal are held monthly. The Liaison Monitoring Form was updated to ensure district expectation is clearly communicated between district and school. The state manager meets with administrators after each meeting to debrief on the findings from each school. The district ER Specialist attends liaison meetings in each building as a systems monitoring check. This has helped to support consistent information shared among buildings. This is also helping to build some credibility with district staff.

The District Attendance Clerk continues to send daily emails on the attendance for each school. The district attendance rate for the 2016-2017 school year was 94.49%. The district will be funded on 949 students for the upcoming school year compared to 965 from last year.

ER staff have been assigned to all three schools, as well as district office, to provide support and guidance in all aspects of the educational process.

Novice Reduction Summer Camps were a huge success in the district. The camps focused on STEAM initiatives and ACT preparation. The camps were well attended by students, and the district has already received many positive responses from our stakeholders. Several students have seen an increase in their ACT scores, and district is reviewing the possibility of incorporating Project Lead the Way into the curriculum due to an overwhelming demand for STEAM initiatives from our students and parents.

Novice Reduction will be embedded throughout curriculum, instruction, and assessment. Each school sent a team to the Novice Reduction Regional Workshop to continue focus on reducing novice students in all buildings. Improvement plans as well as 30/60/90-day plans will address next steps for novice reduction planning. Additional professional learning for administrators focused on Direct Explicit Instruction in multi-tiers of instruction. ER staff have led district administrators to define a district-wide instructional process. Direct Explicit Instruction will be the foundation for the model.

An online needs assessment for professional learning has been completed and analyzed at each school. The Professional Development Coordinator and District ER Specialist met with each schools' professional development committee to review survey results and staff needs. Professional Learning Plans will be approved by SBDM and submitted to Professional Development Coordinator for district-wide planning and coordinating.

Curriculum alignment and design will continue to be a focus area for the district. The district has established a K-5 Curriculum Team (one representative from each grade; equal

representation of schools) to ensure a quality Tier 1 core instruction and begin building common assessments for reading and math. Effective grading practices will also be incorporated throughout the team's work. Curriculum work is a monthly focus for each grade level through the established Professional Learning Community (PLC) 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. The team focus is to gain insight on how effective instruction and assessment connect with a solid curriculum. Documents have been updated and revised for the 2017-2018 school year.

After a successful pilot in several classrooms, the district has purchased iReady to be used not only as a Universal Screener for grades K-11, but also as an additional instructional component that supports all tiers of instruction in grades K-8.

Preliminary ACT scores indicate an average increase of two points in overall composite score.

Menifee County High School Principal, Wallace Bates; Menifee Elementary School, Tonya Means; and Academic Instructional Specialist, Jodi Blackburn are attending the National Institute for School Leadership for the 2017-2018 school year. This provides an excellent opportunity for professional growth and learning. Time has been allocated in each Principal Cadre to share insight with other administrators in the district.

Laura Raganas, Digital Learning Coach from KDE, began Phase I of Google Classroom training with administrators. The district has completed Phase 2 and 3 trainings with lead teachers and administrators to ensure a successful implementation. The district has expectations for establishing pilot Google Classrooms for the upcoming school year.

The district had several key stakeholders participate in the Persistence to Graduation Summit to gain insight and resources for reaching at-risk students.

3. Action Strategies - Deficiencies

- i** The district organization chart is being revised for the upcoming school year with a focus on placing district personnel in roles that are clearly related to certification and degrees of the staff.

Clear communication continues to be an issue district-wide, and the district staff will continue to utilize the District Communication Plan to address this deficiency.

While there have been significant improvement strategies deployed, the processes and systems in place are at the developmental and implementation stages.

District and school level support provided by the state manager and the ER staff is on-going to ensure policies, processes and procedures are implemented across all grade levels. Through continuous linkage training, the district will strengthen the instructional system.

School schedules are being developed in all schools and staff has emphasized efforts to

maximize learning time so as to provide all students with a quality education.

The district Code of Conduct is being revised and streamlined so a behavior matrix can be developed and implemented in school year 2017-2018. Consistency across grade levels is the focus of the revision.

A district Response to Intervention model and assessment protocol has been developed and full implementation will begin with the upcoming school year.

There is still an unmet facility need for a bus garage in excess of \$850,000.00

4. Action Strategies – Additions

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

In effort for continuous improvement and an intentional focus on student achievement, Administration Cadre sessions have been revamped to focus solely on instruction and professional growth and are now EILA approved. District Leadership Team meetings are also being reviewed for efficiency, and the state manager and the ER Specialist are meeting with individual component managers of the PDSA's for the district to maintain fidelity with the process.

The Food Service summer feeding program is underway with great participation.

Family Involvement and student wellness initiatives began to promote volunteers to give three hours of time to Menifee County Schools and to increase the entire school community awareness for promoting student wellness. Committees and meetings have been ongoing throughout the summer in preparation for the 2017-2018 school year. The district has established the following hashtags to promote that work: #3forMenifee and #Menifeematters.