

MENIFEE COUNTY SCHOOL DISTRICT

TIM SPENCER, STATE MANAGER

APRIL KDE MEETING

ACTION PLAN UPDATE

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1. Status Update

The Menifee County School District (MCSD) has a current balance of \$1,801,443.00. The current tentative budget has a 9.2% contingency.

The Menifee County School District has continued to make many improvements throughout the school year. They have worked persistently on being transparent 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 that will ensure constant monitoring and implementation within the district.

- PDSAs are revised collaboratively with the Educational Recovery staff and District Leadership Team (DLT) 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. Topics of each plan are as follows: **Curriculum and Instruction, Assessment, Governance, School Food, Finance, Facilities, Technology, Pupil Attendance, Transportation, Novice Reduction, Student Health, and Special Education**. Data analysis and deliberate planning based on student needs are the driving force for decision making. Each responsible person is held accountable for action items during monthly sessions with the State Manager. In addition to monthly group sessions, State Manager and District ER Specialist hold individual meetings with each responsible person for PDSAs. This has been very productive for improving the quality and substance of these documents and will continue during the 2017-2018 school year.

2. Action Strategies - Completion

- i** The KDE management audit found a number of improvement priorities within the district. Specific 30/60/90-day plans have been created utilizing the management

report and PDSA (Plan, Do, Study, Act) model provided by KDE to 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 finance department has conducted a needs assessment meeting for each school and department to help in preparing a tentative budget for 2018-2019 school year and preparing Site Based Decision Making (SBDM) allocations for the upcoming school year.

- **Governance:**

Four (4) board members recently attended the Kentucky School Board Association (KSBA) Annual Conference in Louisville. The board members obtained several hours in meeting their course of studies for board member training.

KSBA will continue to provide training to the board members. In April, the board will receive training in implementing best practices for using the Superintendent Professional Growth and Evaluation System (SPGES) as an effective tool for growth and building a positive board/superintendent relationship.

The Menifee County Board of Education meetings are now being streamed live on YouTube each month to promote transparency and access throughout the community.

In an effort to build a consistent and clear message in employee discipline, MCSD has partnered with Upslope for training a district team of evaluators in Employee Discipline in an Education Environment. The team will create a code for evaluation of employee discipline.

Plans are underway to create a new Certified Evaluation Plan by the 50/50 Committee. The committee of half teachers and half administrators make revisions based on the new state regulations.

Communication continues to be an area of focus for MCSD. District Leadership Team members contribute news and announcements to be published in a new district newsletter. The newsletter will be distributed through email to stakeholders and published on the district webpage.

- **Attendance:**

The District Attendance Specialist continues to send daily emails on the attendance for each school. The district attendance rates are 94.00% as of

March 1, 2018. The district enrollment has remained steady at 1,011 students. The staff attendance rates are 91.56% as of March 1, 2018.

The district will begin utilizing KDE's Chronic Absenteeism Report to monitor overall student attendance that will become part of the new accountability system to increase the number of instructional minutes for our students and to enhance our system of monitoring student attendance.

- **Curriculum/Assessment/Instruction:**

Educational Recovery (ER) Staff have been assigned to all schools as well as the district's central office to provide support and guidance in all aspects of the educational process.

The district is partnering with Academic and Behavioral Response to Intervention (ABRI) to establish a stronger system for behavior and academic Response to Intervention (RtI). ABRI will offer support through professional learning opportunities and data collection.

Plans are underway for the first year of implementation with GEAR UP through Berea College. A district team attended the National Council for Community and Education Partnerships/GEAR UP Capacity-Building Workshop in February. Sessions included motivational and inspiring speakers to boost the focus for advancing college and career readiness for all students and to equip the attendees with the skills necessary to implement strategies for creating a GEAR UP program built for success.

GEAR UP funds allow many opportunities for the district that would not be possible otherwise. A significant portion of first year funds are allocated for technology. Approximately 160 Chromebooks will be purchased that will begin a 1:1 initiative. Graphing calculators will also be purchased for math and science classrooms in grades 6 through 9. Professional learning sessions with a Math Consultant continue to be a priority and a success. An Academic Instructional Specialist/Youth Advocate will be hired through GEAR UP funds to focus on all grant initiatives and student services.

Data Dashboards have been designed and created to allow a visual representation of data tracking. Yearlong, Quarterly, and Monthly Dashboards are placed in the boardroom at Central Office to serve not only as a reminder of the current status but also to focus on the goals and desired state.

A district team of administrators and ER staff visited Carter County to observe the district's Teacher Academies and classrooms using high yield strategies. Meeting and system frameworks will be used as a model as we plan for the next school year.

In an effort to reduce novice students in all buildings, the district has adopted and implemented an instructional process for classrooms. Direct

Explicit Instruction is the foundation for the model. Extensive training has been provided to administrators as well as teachers on the overall procedure. The district has rolled out all four phases throughout the school year. Administrators have developed a monitoring instrument to ensure proper implementation.

The use of Google Drive has made reporting and documentation much more efficient. Each school and department at the district level have shown evidence of use throughout each building.

3. Action Strategies - Deficiencies

- i** Brigance data indicates only 23% of students are ready for Kindergarten. There is an urgency to address the deficit. We are currently analyzing possible factors or root causes and collaborating with school and community partners for solutions.

Exit Criteria are needed to ensure transition readiness in order to achieve the vision and goals of MCSD. Our vision is, "We are MENIFEE: Where we ensure every student transitions on a pathway to a successful future in academia, military or career." One of the goals to be reached by 2020 is for ALL students at the end of grades K, 3, 5, 8, and 10 to be at or above grade level based on iReady math and reading data.

Disaggregation of student level data is not always resulting in adjustments in 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 should 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 the DEI Instructional Process with the assistance of ER staff assigned to Menifee County to ensure that student achievement is a top priority.

The Education Recovery Specialist and State Manager will continue meeting with individual component managers of the PDSAs for the district to maintain fidelity with the process.