

# MENIFEE COUNTY SCHOOL DISTRICT

## TIM SPENCER, STATE MANAGER

### JUNE 2018 KDE MEETING

### ACTION PLAN UPDATE

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### 1. Status Update

The Menifee County School District (MCSD) has a current balance of \$1,881,155. The current tentative budget has a 9.40% contingency.

The recent passage of the biennial state budget by the Kentucky General Assembly, in addition to the passage of the recallable nickel tax on January 3, 2017, enables the MCSD a bonding potential of over \$15 million. The district has aspirations of opening a new facility for the 2020-2021 school year.

The Menifee County School District has continued to make many improvements throughout the school year. The district has worked persistently on improving the transparency, 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.

PDSA's 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 improving the quality and substance of these documents and will continue during the 2017-2018 school year.

## 2. Action Strategies - Completion



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 Allocations for the upcoming school year.

- **Governance:**

Kentucky School Boards Association will continue to provide training to the board members. The board received 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 for Employee Discipline in an Education Environment. The team has created a matrix for evaluation of employee discipline.

The State Manager has conducted end-of-year site reviews at all three schools as part of the *Principal Professional Growth and Effectiveness System* and provided feedback on established Professional Growth Goals. Principals have established Working Conditions along with State and Local Growth Goals.

A new *Certified Evaluation Plan* has been completed by the 50/50 Committee and will be approved at the May Board meeting. 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 electronic 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% as of April 25, 2018. The district enrollment has remained steady at 1,012 students. The staff attendance rates are 92% as of April 25, 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 are assigned to all schools as well as to the district office to provide support and guidance in all aspects of the educational process.

The high school has 40% of seniors (29 students) that will have completed 12 hours or more of college level courses. In preparation for career readiness, 53 middle school students will have completed coursework in consumer science and agricultural education.

Current Transition Readiness rate for Menifee County High School is 76%. High School administrators are proactively planning for academic and career readiness expansion for the 2018-2019 school year by offering AP courses as well as dual credit courses in CTE with local area technical centers.

The district is partnering with Academic and Behavioral Response to Intervention (ABRI) to establish a stronger multi-tiered system for behavior and academic Response to Intervention (RtI). ABRI consultants will support through professional learning opportunities and data collection. An assessment screener was completed in late spring with each school-level team to establish baseline data. Results indicated that the district is at a 45% implementation rate overall. This score includes reading, writing, math, and behavior. Writing implementation is at 22%, which confirms our need for strategic planning as listed below in deficiencies. The benchmark or goal score indicating fidelity is 80% or higher.

MCSD has recently received over \$1.5 million in additional grant funding to support student learning from birth through twelfth grade. The following initiatives will help provide resources, programming, training and support to reach local, state, and federal goals.

- GEAR UP - Menifee Elementary

- 21st Century Community Learning Center (21st CCLC)- Botts Elementary
- Striving Readers Comprehensive Literacy - Birth through Twelfth Grade

GEAR UP funds allow many opportunities for the district that would not otherwise be possible. 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 6-9. 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.

The 21st CCLC program directly support Botts Elementary. The 21st CCLC program provides academic, artistic and cultural enrichment opportunities for children, particularly students who attend high poverty and low-performing schools, to meet state and local standards in core academic subjects such as reading, math and science. The purpose is to provide students with homework assistance and a broad array of activities that can complement their regular academic programs while also promoting youth development and to offer literacy and other educational services to the families of participating children. Programs must ensure the academic services provided are aligned with the school's curriculum in the core subject areas.

Striving Readers Comprehensive Literacy (SRCL) Discretionary Grant Program is designed to create a comprehensive approach to advance literacy in children, including those with limited-English-proficiency and those with disabilities, from birth to grade 12.

Staff from the district and school levels will attend professional learning conferences this summer to target specific needs or initiatives in preparation for the upcoming school year. Those conferences include:

- Persistence to Graduation Summit
- Kentucky Association of School Administrators
- District Retreat
- 21st Century Community Learning Center - Level 1

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

In an effort to reduce novice students in all buildings, the district has adopted and continues to implement 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 five 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. At the district level, each school and department have shown evidence of use throughout each building.

Professional learning surveys were administered through Google Forms. This system allowed for easy analysis of data to guide professional learning plans for the 2018-2019 school year.

Curriculum review and revisions have been completed collaboratively for a stronger, more rigorous alignment to Kentucky Academic Standards.

Teachers throughout the district have participated in vertical ELEOT observations during the last semester. These visits have provided a deeper level of understanding of the purpose of ELEOT walkthroughs and resulted in higher overall scores for each school. Teachers are becoming more intrinsically motivated and have a desire to achieve higher rankings. This is a remarkable shift in culture.

### 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 or Transition 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.

A more intentional focus on writing is needed. While schools have made efforts to incorporate high-yield strategies and additional embedded professional learning, a strategic plan for writing by grade level is needed.

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 District Education Recovery Specialist and State Manager will continue meeting with individual component managers of the PDSA's for the district to maintain fidelity with the process.

The last day of school for students was May 30, 2018. The last day for staff was June 4, 2018. The approved school calendar for 2018-2019 school year includes 5 teacher planning days throughout the school year rather than at the end of the school year. This adjustment will allow for embedded professional learning and growth opportunities throughout the year to support school initiatives for proficiency and fidelity.