

MENIFEE COUNTY SCHOOL DISTRICT

TIM SPENCER, STATE MANAGER

FEBRUARY 2019 KBE MEETING

ACTION PLAN UPDATE

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1. Status Update

The Menifee County School District has a current cash balance of \$1,851,495. The current working budget has an 8.85% contingency.

The Menifee County Board of Education conducted their organizational meeting on January 3, 2019. The board elected to change leadership roles with Vice-Chairman Greg Spencer being selected as Chairman and Board Member Julia Maness being selected as Vice-Chairperson. Former Chairperson April Smith will continue as a board member along with Brenda Evans and Matt Cooper. The board members were officially sworn in at a ceremony on December 20, 2018.

The State Manager has named Mrs. Lana Swartz as Interim Principal for Menifee County High School for the remainder of the 2018-2019 School Year. The search for a new principal with the SBDM Council began on January 3, 2019 with principal selection training. Kentucky Department of Education staff conducted the training. The SBDM Council has decided to utilize the Alternative Principal Selection Process, and the new principal may be selected prior to the February KBE meeting.

The Kentucky Department of Education and AdvancEd conducted Diagnostic Reviews at Menifee Elementary (Grades K-5) and Menifee County District on December 10-12, 2018. Findings of the reviews will be forthcoming; however, the school turnaround team, in collaboration with district administration, have developed a Turnaround Plan/CSIP utilizing evidence-based practices for school improvement. District support for school turnaround is outlined within the Comprehensive District Improvement Plan (CDIP).

The District Leadership Team (DLT) determined four core systems for continuous improvement and sustainability based on the Key Core Work Processes. The Core Systems include the following:

1. Curriculum, Instruction, Assessment
2. Teachers and Teaching
3. Safety Nets

4. Student Support

Strategic thinking and planning around these core systems will ensure sustainability and continuous improvement. All subsystems must align with one of the core systems.

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 district had an 84% tax collection rate through December, and the district appears to be on track to obtain the same rate of 91% from the previous year. The district will approve a draft budget at the January board meeting that will reflect a slight increase in revenue due to increasing enrollment numbers.

- **Governance:**

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

Announcements and Weekly Reminders were added to the COLA (Central Office Leadership Accountability) form that is sent to all staff, teachers, and board members. This addition will highlight weekly actions that need to be targeted and eliminate the need for mass emails.

Menifee County School District has utilized AdvancED's new continuous improvement planning process, eProve Strategies. This process has guided our work for CDIP/CSIP plans and strategic thinking. Comprehensive School Improvement Plans were reviewed and submitted in eProve by January 1, 2019. Plans address priority needs and action needed to close the achievement gap. A protocol for needs assessment guided school through data questions and root cause analysis. The use of our Quarterly Report for data collection proved to be very beneficial in the analysis and writing the improvement plans.

The State Manager has conducted mid-year site reviews with three school principals, as well as with district administrators as part the *Professional Growth and Effectiveness System* and provided feedback on established Professional

Growth Goals and reviewed the educational leadership standards with all administrators.

Attendance:

The District Attendance Specialist continues to send daily emails on the attendance for each school. The district attendance rates are 94.28% as of December 19, 2018. The district enrollment has increased from 1,009 students to 1,032 students compared to the end of the semester last year. The staff attendance rates are 93.33 as of December 19, 2018.

Curriculum/Assessment/Instruction:

The district is partnering with a consultant from Academic and Behavioral Response to Intervention (ABRI) to establish a stronger multi-tiered system for behavior and academic Response to Intervention (Rtl). School and district teams attended two days of training for academic support and PBIS - Positive Behavioral Intervention Support. ABRI consultant will support through professional learning opportunities and data collection throughout the school year.

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. Funding will allow opportunities for the district that would have never been possible otherwise. This helps maximize the potential for higher quality professional development. The Literacy Plan will allow Menifee County to become a National Boards Site where six teachers will begin working on their national board certification. Other professional learning opportunities will focus on Universal Design for Learning, Kentucky Reading Project, and READY for Kindergarten.

Instructional Supervisor and Coaches continue to meet with grade level teams to take a deeper dive in curriculum and data analysis. This provides an opportunity to embed professional learning in practical application. Sessions are targeted to meet the needs of the teacher and grade level. Lesson study sessions will be a focus for multiple grade level cadres to participate in an effective lesson planning process including opportunities for teachers to observe and revise the lesson as needed.

Menifee County Schools administered mid-year iReady assessments in grades K-8. Each school showed an increase of students on or above grade level in reading and math.

Improvement plans for continuous improvement and novice reduction focus around Key Core Work Processes. Strategic thinking and planning drive the team to prepare for readiness at all transition levels. A deliberate focus will be

on monitoring the implementation of processes or systems for fidelity toward embeddedness of initiatives.

3. Action Strategies - Deficiencies

i 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 their instructional system.

Local data trends indicate a need for additional support in gap group populations. The population of students with special needs has increased by 4% district-wide. Co-teaching is an evidence-based practice that the district is beginning to implement district-wide to address this need. Tier II and Tier III strategies will also be implemented for gap closure.

Disaggregation of student data illustrates a continuous need for making adjustments to instruction and intentional planning to meet the individual needs of each student and to increase the number of proficient students.

A balanced assessment system and assessment literacy of administration continue to be an area of deficit. Improvement plans will incorporate key core work processes around this area of focus.

Plans for implementation and review of Gifted and Talent services are forthcoming. Changes and responsibilities of staff have hindered the progress of this program.

Career and Technical Education (CTE) is an essential part of the high school curriculum in order to fully support students as they transition from high school into a career or post-secondary education. ER staff and district office staff will collaborate with the new Interim Principal to explore options for support in this area.

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 continued focus will be placed on curriculum/assessment/instruction with the assistance of ER staff assigned to Menifee County Schools to ensure that student achievement and transition readiness are top priorities.

School Administration Managers (SAM) have been hired at Menifee Elementary School and Menifee County High School to support principals in organizational and behavioral management. This will allow more time for principals to focus on instruction, curriculum, and assessment.

The State Manager has reorganized the Food Service program. Additional changes to the district's organizational chart will be forthcoming.