

# BREATHITT COUNTY SCHOOL DISTRICT

## JUNE 2019 KBE MEETING

### ACTION PLAN UPDATE

#### 1. Status Update

The Breathitt County Board of Education reviews monthly reports to ensure that the district maintains a 10 to 15 percent contingency through intentional processes that determine expenditures are reasonable and necessary, while supporting the instructional process and meeting the needs of all students.

The district is implementing multiple grants to support student learning, including: Striving Readers, Novice Reduction, Steele Reese at Marie Roberts-Caney Elementary, New Skills for Youth, the Fresh Fruit and Vegetable Program, and GEAR UP. Additionally, AmeriCorps and GEAR UP placed academic tutors at Breathitt High School to improve student achievement.

Central Office administrators continue to make progress on the 30-60-90 action plans that target deficiencies from the findings of the most recent management audit. Work continues through instructional staff to implement and support new Math and E/la curriculum. Special Education data meetings are held regularly at each school. The special education liaison and director of special education participate in all Annual Review Committee (ARC) meetings to provide support, and the folder review process is ongoing.

The Strategic Planning Process was completed and specific strategies have been implemented to allow for achievement of the academic and financial goals approved in the Overall Strategic Plan. Implementation of the communication plan has improved overall visibility of the district throughout the community. Non-negotiables for the communication plan have been set at the district and school level, and the plan has been implemented. Evidence of improved communication can be seen in the use of the mobile app, increased newspaper articles, the use of the district calendar, and increased items shared online, including the district website as well as Facebook.

The District and School Improvement Plans have been updated in eProve. The Comprehensive District Improvement Plan (CDIP) will focus on curriculum alignment, communication and Academic and Behavior Response to Intervention (ABRI). The plan has been updated to reflect feedback provided by the recent diagnostic review and implementation is monitored regularly via 30-60-90 day plans.

Curriculum alignment, professional learning communities (PLC) meetings, Response to Intervention (RTI) and ABRI, as well as Positive Behavioral Interventions and Supports (PBIS), are being implemented in every school. Training and meetings regularly attended by the superintendent and district administrators include: the Superintendent's mid-year evaluation, Kentucky Association of School Administrators (KASA) mentor follow-ups, KDE meetings and local board meetings, school-based decision making (SBDM) council meetings, school monitoring visits, leadership meetings with principals, principal observations,

curriculum presentations, Local Planning Committee (LPC) meetings, career and technical education (CTE) meetings, and budget meetings.

**Next Steps:**

1. Developing an action plan for the LBJ Elementary to Sebastian Middle School transition.
2. Analyzing Spring 2019 MAP data.
3. Utilizing standards rollout resources and curriculum evaluation processes to update/refine curriculum pacing guides that reflect the updated reading & writing, mathematics and social studies standards.
4. Exploring the purchase of Achievement in Career Engagement (ACE) in order to meet student Individual Learning Plan (ILP) needs and to fulfill workplace ethics requirements. ACE helps students develop work-based learning skills through an endorsement program which allows students to record various levels of achievement through the documentation of successful accomplishments.
5. Monitoring for continuous improvement the action plans that have been developed based on analysis of the recent diagnostic review and most recent state management audit.
6. Monitoring ongoing progress by finance staff of the district cash flow (i.e. expenditures and revenues) to ensure the district maintains its goal of 10-15 percent contingency. The general fund budget includes \$350,000 for the Sebastian Middle School conversion into an elementary school.
7. Implementing software to address effectiveness and efficiency with regard to substitutes and timesheets (e.g. Sub Finder/Time and Attendance).

2. Action Strategies Completion

**Governance and Operations:**

- The Kentucky School Boards Association (KSBA) continues to provide training to the local board of education. Training hours have been communicated to all members.
- The district's 30-60-90 Action Plans are currently being reviewed and updated via Google Docs and address: instructional management, CTE, special education, fiscal management, operational support/facilities, food service, transportation, personnel administration and planning.
- State and federal reports have been completed.
- The district's Strategic Plan and Communication Plan have been approved, completed and implemented.

**Instruction:**

- Implementation support for new curriculum materials and resources, including math, English/language arts (ELA) and phonics, continues through coaching. Standards workshops for the core subjects are in the planning phase for summer professional

learning.

- A local CTE handbook outlining specific procedures used at Breathitt High School is under development. The Breathitt High School JROTC hosted their first career fair, which provided opportunities for juniors and seniors to network with potential employers. Community members also were invited to engage with employers after school hours.
- Resources to support phonics instruction have been provided district-wide to all teachers in grades K-2.
- District non-negotiables for academics continue to be reinforced during school and district leadership team meetings and PLCs. The non-negotiables include: strong instruction, deep engagement, grade appropriate assignments and high expectations.
- School and district personnel continue to analyze, with the support of ABRI, academic and behavioral data.

**Maintenance:**

- The District Facilities Plan was approved by the Breathitt County Board of Education and KDE.
- After reviewing the long term roadmap for facilities with the KDE, the local board voted to move grades K-6 from LBJ Elementary to Sebastian Middle School for the 2019-2020 school year.
- The local board approved the BG-1 Project Application Form, as required by 702 KAR 4:160, for the proposed renovation of select areas of the existing Sebastian Middle School in order to convert the facility into an elementary school. Included in the scope of work would be the addition of a security vestibule; renovation of the existing locker rooms into (two) classrooms and a restroom; and, renovation of the central locker area into an office for the school resource officer (SRO).

**Technology:**

- Release of the new district website and mobile app, which has over 500 mobile users.
- Professional photos of staff members have been updated.
- Several student iPads have been purchased for K-2 grades.
- The district continues to partner with DataSeam to increase technology in schools.
- All schools have been working on integrating new interactive boards within the classroom as an addition to, or replacement of, existing technology within the classroom.
- Each school has been receiving training on new processes and procedures to reduce downtime for repairs on both student and staff equipment. Building capacity with personnel at each school also has been a focus.

3. Action Strategies Deficiencies

**Instruction:**

- Walkthrough data validates that additional training in several areas is needed for staff in all schools. Planning is in progress to address these areas.
- The district currently is addressing multiple teacher vacancies.

- Core instruction (i.e. Tier 1) work and curriculum realignment in math (i.e. Eureka) and English/language arts (i.e. Wit & Wisdom) continues. Data from benchmark assessments and feedback from teachers and elementary principals indicate a need to further support and refine phonics instruction. Workshops in support of the rollout of updated standards will be provided to staff during summer professional learning opportunities.

**Governance/Operations:**

- The district Communication Plan needs to be fully implemented to maximize resources; however, progress has been made in this implementation and communication is improving.
- Recruiting and retaining bus drivers, as well as teachers and other staff, is a priority. Overall, staff turnover is at an all-time high and filling open positions is challenging.
- The district had an overall decline in average daily attendance (ADA) of 82 students last year. This year's decline looks to be much less; however, trend data continues to predict a decline for future years. Data is constantly monitored to validate the decline, and staffing is continually monitored in order to comply with the District Staffing Policy. A continued decline in enrollment necessitates a decline in staff.

**Maintenance:**

- The district facilities plan shows \$60 million of need, including maintenance/custodian tools and resources that are needed to address concerns and increase efficiency.
- The district's current bonding potential is over \$10 million and should increase by \$6-8 million by July 2020.

**Technology:**

- The district will continue to offer technology-related professional development opportunities for staff and students.
- Age of existing technology shows the need for more student devices, teacher devices and interactive boards in classrooms.

4. Action Strategies - Additions

**Governance/Operations:**

- Implementation of the Strategic Plan is being evaluated to determine what next steps need to take place for continuous improvement and effective implementation with fidelity.
- Action Plans are being reviewed and updated.
- Breakfast participation numbers increased to 69 percent in March 2019.
- Ongoing folder reviews for special education are happening, and teacher/administrator support during Admissions and Release Committee (ARC) meetings continues.
- Time and attendance software is being established for all schools.

**Instruction:**

- Continue the partnership with ABRI to analyze academic and behavioral data and to improve processes for utilizing data for instruction.
- In order to assist in providing more frequent, specific feedback regarding core instruction to teachers, the district purchased and provided initial training for eWalk. Data collected will be used to support teaching and learning throughout the district.
- Feedback from the Striving Readers fidelity walkthrough will be analyzed once it is received.
- In order to meet student Individual Learning Plan (ILP) needs and workplace ethics requirements, the district is exploring the purchase of Achievement in Career Engagement (ACE). ACE helps students develop work-based learning skills through an endorsement program that allows students to record various levels of achievement through the documentation of successful accomplishments.

**Maintenance/Technology:**

- Technology staff will attend Dataseam training.
- The new district website and mobile app has moved from the “design phase to the “roll out phase.”
- The facility and technology director continues to work from a 30-60-90 day plan to focus work.
- Work continues to address known deficiencies found in the most recent management audit, and status on current projects is as follows:
  - 1) Sebastian Middle School maintenance and renovations (ongoing);
  - 2) Area Technology Center (in progress);
  - 3) Security vestibules at Breathitt High School, Marie Roberts-Caney Elementary and Highland-Turner Elementary (bid accepted);
  - 4) Sebastian Middle School roof edge (bid accepted);
  - 5) Highland-Turner Elementary chiller replacement (project complete/closing out project);
  - 6) Breathitt High School bleacher replacement (project complete/closing out project); and,
  - 7) Heating, ventilation, and air conditioning at Central Office (project on hold due to costs).