



Curriculum Department Report to the Board of Education
August 23, 2019

To: Mr. Middleton, Superintendent
Ms. Malone, Chairperson of the Board
Members of the Board of Education

July 15, 2019 – August 23, 2019

Curriculum Focus of the Month: New Staff Support Updates & Essential Workplace Ethics Program

- The Curriculum Department's monthly focus includes an update on the supports for New Staff at each school and the Essential Workplace Ethics Program
 - **New Staff Supports**
 - Due to the large number of new staff, intentional planning has occurred to provide multiple supports for them to be successful
 - Each school has submitted summaries of supports they implemented prior to school along with future activities that are planned to continue the support throughout the school year:
 - NPS New Staff Supports 2019-2020
 - NIS New Staff Supports 2019-2020
 - NHS New Staff Supports 2019-2020
 - The district will provide Teacher Induction Programs for both 1st Year & 2nd Year staff as usual and in addition to the District New Teacher Induction that occurred in July 2019
 - **Essential Workplace Ethics Program**
 - As part of KRS 158.1413, all districts are required to implement a program to promote characteristics that are critical to success in the workplace
 - KRS 158.1413 is submitted for review
 - The Essential Workplace Ethics Reporting document explain the requirements that were set forth by KDE
 - In order to fulfill all of the requirements of legislation, all of the NKY districts that are members of NKCES collaborated to develop a program to meet the workplace needs of NKY industries
 - This work began last year, and the final products have been submitted for review:
 - Essential Skills Districts Combined
 - This document includes all of the programs that are offered throughout the region that address each required component of the program
 - NKY Portrait of a Graduate Draft
 - This document includes an overview of the basic fundamental elements a NKY Graduate should have
 - Northern Kentucky Essential Workplace Ethics Certificate
 - This includes a description of the NKY regional program developed
 - NKY Essential Skills Certificate Draft
 - This document is a draft of a rubric/checklist that would be utilized to assess the skills acquired by each student
 - NKY Essential Skills Certificate Sample
 - This is a sample of a certificate that students would receive once the requirements have been met
 - NKWIB Endorsement of NKY Essential Workplace Ethics
 - This is a letter of support that was presented to KDE as proof of the collaboration with NKY business partners

Teaching and Learning Initiatives & Highlights

- The Curriculum Department's work focused on these main areas this month:
 - Collaboration with the Education Recovery Staff from KDE
 - Attended various regional meetings as NKCES, including Grants Consortium, Title, & Professional Learning Consortium
 - Conducted a District Instructional Meeting with principals to discuss curriculum, instruction, & assessment plans for professional learning
 - Conducted meetings with Principals to provide feedback on their master schedules to ensure all of the needs of students were able to be met while also providing adequate time for Tier II RtI instruction
 - Amy assisted each of the schools with painting and finalizing renovations for their MakerSpaces and their Media Centers

- Conducted multiple meetings with ER staff & Instructional Coaches to plan and implement the August 5, 2019 PD on the new KAS Content Standards, vertical and horizontal alignment of curriculum, & identification of Essential Standards at each grade level
- Rachel is collaborating with each school to complete all of their Federal Funds budgets for 2019-2020
- Carla collaborated with the 21st Century staff to complete budgets and planning for 2019-2020
- Participated in phone conferences with various companies to finalize PD plans and job-embedded coaching for all schools
- Amy attended the KASL Summer Conference Award Ceremony to accept the State Award of Merit
- Participation at the annual KASA Conference in Louisville
- Organized, planned, & implemented the District Leadership Retreat with all school & district leaders
- Planned & implemented the District New Teacher Induction for all new staff
- Amy & Rachel attended the Title III Coordinator's Meeting with KDE
- Carla attended the 21st Century Summer Training
- Attended multiple school level PD sessions before the beginning of school
- Planned & implemented the Poverty Simulation for all 1st & 2nd Year staff within the district
- Amy conducted Evaluation Training for all administrators that is required each year by KDE
- Participation in both Home Visit Day & Newport Night Out
- Attendance at school Open Houses
- Conducted meetings with teachers of EL & Gifted learners to plan new strategies to provide services for the identified students in each group
- Participated and co-led multiple PLCs within the schools to clarify expectations and answer any questions or concerns that teacher had about the PLC Protocol, Class Structure, & Lesson Design Form
- Rachel attended the River Cities Hub Network meeting
- Participation in each school's Admin Team meetings

Respectfully Submitted,

Amy Gilkison

Amy Gilkison
Assistant Superintendent
Chief Academic Officer

Carla Davis

Carla Davis
Director of Curriculum

Rachel Ball

Rachel Ball
Curriculum Coordinator
Federal Programs Coordinator