

1 EDUCATION AND WORKFORCE DEVELOPMENT CABINET

2 Kentucky Board of Education

3 Department of Education

4 (Amendment)

5 703 KAR 5:140. Requirements for school and district report cards.

6 RELATES TO: KRS 158.031, 158.6453 (17) [~~(20)~~] STATUTORY AUTHORITY: KRS

7 158.6453 (17) [~~(20)~~]

8 NECESSITY, FUNCTION, AND CONFORMITY: KRS 158.6453 (17) [~~(20)~~] requires the

9 Kentucky Board of Education to promulgate an administrative regulation to define the

10 implementation and the components of a school and district report card that clearly

11 communicates with parents and the public about school and district performance. This

12 administrative regulation establishes the standards for a school and district report card.

13 Section 1. Definitions. (1) "Average student/teacher ratio" means the total enrollment of the

14 school (end of year membership) divided by the number of teachers on a full-time equivalent

15 (FTE) basis, not including administrators, guidance counselors, or media specialists.

16 (2) "Average years of experience" means the average number of years of professional experience

17 of classroom teachers excluding certified staff such as administrators, guidance counselors, or

18 media specialists.

19 (3) "Base year" means the academic year immediately preceding the publication of the school

20 report card components.

1 [~~(4)~~] "Core academic subject" means English, reading or language arts, mathematics, science,  
2 foreign language, civics and government, economics, arts, history, or geography.]

3 **(4)** [~~(5)~~] "District report card" means the summary of district and school information that **shall**  
4 [may] be published [in the newspaper with the largest paid circulation in the county in which the  
5 district resides] **pursuant to KRS 160.463.**

6 **(5)** "**Membership**" means the number of kindergarten through grade (12) students enrolled  
7 **in a school or district as reported by the local superintendent at the close of the year.**

8 **(6)** "**Prominent location**" means a school entryway or common area where community  
9 **members, parents, students and other educational stakeholders visit in the school.**

10 **(7)** [~~(6)~~] "School" means an institution as defined in KRS 160.345(1)(b).

11 **(8)** [~~(7)~~] "School report card" means the **public reporting mechanism established pursuant to**  
12 **20 U.S.C. 6311(h) and KRS 158.6453 (17)(a).** [compilation of school information to be  
13 published on the Kentucky Department of Education Web site and linked to school Web sites or  
14 in a printed copy if requested.]

15 **(9)** [~~(8)~~] "School safety data" means a list of components as established in Section 2 of this  
16 administrative regulation, critical to providing for a safe school environment for students and  
17 school staff.

18 **(10)** [~~(9)~~] "Spending per student - district" means the current expenditures made divided by the  
19 [total primary through grade twelve (12)] **membership** [end of year average daily attendance] in  
20 the district.

21 **(11)** [~~(10)~~] "Spending per student - school" means the current expenditures made divided by the  
22 **membership** [end of year average daily attendance] in the school.

1 **(12)** [~~(11)~~] "Spending per student - state" means the current expenditures made divided by the  
2 [total primary through grade twelve ~~(12)~~] **membership** [end of year average daily attendance] in  
3 the state.

4 [~~(12)~~ "Total enrollment" means the number of primary through grade twelve ~~(12)~~ students  
5 enrolled in a school or district as reported by the local superintendent at the close of the year.]

6 Section 2. School Report Card. **In addition to the requirements of 20 U.S.C. 6311(h) and**  
7 **KRS 158.6453(17)(a), a** [A] school report card shall include the following information:

8 (1) The name and address of the school, the name of its principal, [~~and~~] telephone, [~~fax~~] and  
9 email contact information, all of which shall be current **at the time the card is published;**

10 (2) The **membership** [~~total enrollment~~] of the school;

11 (3) The school level results of all components of Kentucky's accountability system to classify  
12 schools and districts, **which is established in 703 KAR 5:270, Section 2;**[~~;~~]

13 [~~(a) Established in 703 KAR 5:200, Section 2; and~~

14 ~~(b) Also known as the Unbridled Learning: College/Career Ready for All Accountability~~  
15 ~~System;~~]

16 (4) Teacher qualification information, including:

17 (a) Average years of teaching experience;

18 [~~(b) Percentage of teachers with emergency or provisional certification;~~

19 ~~(c) Percentage of core academic subject classes not taught by highly qualified teachers;~~]

20 **(b)** [~~(d)~~] The number of teachers certified by the National Board for Professional Standards; and

21 **(c)** [~~(e)~~] The professional qualifications of all teachers expressed as percentages, including  
22 bachelors, masters, Rank I, specialist, and Ph.D. or Ed.D. degrees;

23 (5) School safety data including:

- 1 (a) Whether visitors are required to sign in;
- 2 (b) Whether all parents receive the district discipline code;
- 3 (c) The percentage of classrooms with telephones able to access outside lines; and
- 4 (d) Data detailing school safety incidents [~~violations~~] reported pursuant to 20 U.S.C. 6311(h)
- 5 and KRS 158.444 as well as additional safety violations required to be reported as part of
- 6 the Civil Rights Data Collection or another reporting mechanism mandated by state or
- 7 federal law. [~~of 1st Degree assault (with intent to cause injury), drug abuse, and weapons. The~~
- 8 ~~safety data shall include:~~
- 9 ~~1. The number of incidents; and~~
- 10 ~~2. The number of students suspended or expelled for that kind of incident;]~~
- 11 (6) Student resource data including:
- 12 (a) Spending per student at the school, district and state level;
- 13 (b) Average student to teacher ratios at the school, district, and state level; **and**
- 14 (c) Student to internet connected instructional computer ratios, [~~at the school, district and state~~
- 15 ~~level;]~~
- 16 [~~(d) Percentage of computers meeting the minimum standards for acceptable computers in~~
- 17 ~~Kentucky schools and districts pursuant to the master plan for education technology required by~~
- 18 ~~KRS 156.670;]~~
- 19 (7) **Measures of parental** [~~Parental~~] involvement **pursuant to KRS 158.6453 (17)(a)**
- 20 [~~information~~] including:
- 21 (a) Number of students whose parent or guardian had at least one (1) teacher conference;
- 22 (b) Number of parents and guardians voting in school **based decision making** council elections;
- 23 **and**

1 (c) Number of parents and guardians serving on the school **based decision making** council, [or  
2 its committees; and  
3 ~~(d) Number of school-related volunteer hours;]~~

4 (8) The names of **school based decision making council** members **at** [or] **the end** of the **base**  
5 ~~[current]~~ year ~~[school council with contact information, including telephone numbers or e-mail~~  
6 ~~addresses where the members can be reached for questions or comments].~~

7 ~~[Section 3. As accurate, reliable data become available from student information systems, the~~  
8 ~~Kentucky Department of Education shall link school, district, and state data to the school and~~  
9 ~~district report cards, including existing reports, participation, and performance in Advanced~~  
10 ~~Placement (AP) tests and courses, disaggregated to the extent permitted under KRS 160.700-~~  
11 ~~160.730, which protects the confidentiality of an individual student's educational records.]~~

12 Section **3** [4]. District Report Card. **In addition to the requirements of 20 U.S.C. 6311(h) and**  
13 **KRS 158.6453(17)(a), a district report card shall include the following information:**

14 (1) A ~~[district report card shall include a]~~ district level summary of all school data required on  
15 the school report card and shall be the aggregation of the school report cards by ~~[grade]~~ level  
16 **(elementary, middle and high);**[-]

17 (2) The ~~[district report card shall include the]~~ name[s] and **email** ~~[appropriate]~~ address[es] of the  
18 **current** ~~[district]~~ superintendent **at the time the card is published;**

19 **(3) [and] The names of the** members of the local board of education **at the end of the base**  
20 **year; and** [-]

21 **(4) [(3)]** The ~~[district report card shall contain data and information that complies with the~~  
22 ~~federal No Child Left Behind Act of 2001, and the waiver provisions of that act, as may be~~  
23 ~~applicable to the Department, 20 U.S.C. secs. 6301 et seq., or its successor and the]~~ **professional**

1 **qualifications of teachers** [~~percentage of core academic subject classes not taught by highly~~  
2 ~~qualified teachers]~~ **shall be** aggregated. [~~and disaggregated high poverty compared to low~~  
3 ~~poverty schools (schools in the top quartile of poverty and the bottom quartile of poverty in the~~  
4 ~~state).]~~

5 [~~(4) The district report card shall include a list of district schools with primary programs and the~~  
6 ~~number of students in each school requiring five (5) years to complete the primary program.]~~

7 Section **4. Data Verification and Publication** [~~5. Reporting Requirements; Timelines]. **(1)**~~

8 Prior to publication the principal and the superintendent or a designee shall review and approve  
9 the [~~text and~~] data **included in [provided for]** the school and district report cards. Each school  
10 report card and district report card shall be published on the Kentucky Department of Education  
11 Web site and the applicable school and district Web sites [~~and shall be supplied by the school~~  
12 ~~and districts in printed format if requested].~~

13 [~~Section 6. Verification; Audits. (1) The Department of Education shall conduct an audit of~~  
14 ~~school and district report cards for compliance with the provisions of this administrative~~  
15 ~~regulation. School and district report card components generated at the school and district shall~~  
16 ~~be delivered to the Department of Education upon request.]~~

17 (2) If a school or district [~~alters data without authorization,]~~ falsifies data[;] or publishes incorrect  
18 information in a component of the report card, it shall supply corrected information to the  
19 **Department of Education in accordance with timelines set for publication of the School**

20 **Report Card.**

21 **Section 5. Communication on federal and state school accountability classifications.**

22 **(1) (a) Each public elementary and secondary school shall display the overall school**  
23 **accountability classification in a prominent location in the school; or**

1 **(b) The principal in collaboration with the school based decision making council shall hold**  
2 **an advertised public meeting that includes both parents and community members to**  
3 **discuss the school’s current federal and state accountability classification and plan for**  
4 **sustainability or improvement.**

5 **(2) (a) Each school shall provide written notification within 30 days of public release of**  
6 **data to the parent or legal guardian of any student who attends that school. The written**  
7 **notification shall include the current federal and state accountability school classification,**  
8 **include the link to the school report card and may include additional information such as**  
9 **school programs.**

10 **(3) In case of a change to the school’s federal and state accountability classification, schools**  
11 **shall update the display or conduct an advertised public meeting and provide written**  
12 **notification to the parent or legal guardian.** [~~audience that received the incorrect information,~~  
13 ~~using the same medium by which it conveyed the original information. (27 Ky.R. 881; Am.~~  
14 ~~2148; eff. 1-18-2001; 32 Ky.R. 1775; eff. 6-2-2006; 35 Ky.R. 1277; 2052; eff. 2-12-2009; 38~~  
15 ~~Ky.R. 1391; 39 Ky.R. 31; eff. 7-13-2012.)~~]