

## Notification of Non-Department Audit Team Form

Following notification of a school's identification for comprehensive support and improvement, a local education agency (LEA) shall, within thirty (30) days, provide notice to the Kentucky Department of Education (department) of the LEA's intent to utilize the department or another option available under KRS 160.346(5) for the audit team.

**LEA:**           **Jefferson County Public Schools**

**School:**       **Conway Middle**

For purposes of the audit team described in KRS 160.346(5), the **Jefferson County** (LEA name) Board of Education intends to utilize the following for **Conway Middle** (school name):

- ☒ The department or
- ☐ A non-department led team selected by the LEA pursuant to KRS 160.346(5)(a).

If the school board selects any option other than the department for the audit team, the following information shall be included as an attachment to this notice:

- ☐ The name and address of each person included on the audit team;
- ☐ The role(s) and responsibilities of each person included on the audit team;
- ☐ The occupation and any vendor affiliations of each person included on the audit team;  
Audit team members are prohibited from being employed by or otherwise affiliated with the LEA or school under review.
- ☐ Each person or entity's documented expertise in diagnosing the causes of an organization's low performance and providing advice and strategies resulting in effective turnaround leadership;
- ☐ The framework to be used in the analysis of principal capacity unless utilizing the framework provided under 703 KAR 5:280, Section 4(3);
- ☐ The framework to be used in the analysis of a charter school's governing board, if applicable, unless utilizing the framework provided under 703 KAR 5:280, Section 4(7); and,
- ☐ The framework to be used in the analysis of district capacity unless utilizing the framework provided under 703 KAR 5:280, Section 5(4).

**We certify that this notification was reviewed and approved by the Jefferson County (LEA name) Board of Education on October 15, 2019 (date). By signing below, the LEA hereby ensures that all audit team members shall report potential conflicts of interest and that any discovered conflict shall be immediately reported to KDE and remedied.**

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Local Board of Education Chair

\_\_\_\_\_  
Date

Completed notices should be emailed to [District180@education.ky.gov](mailto:District180@education.ky.gov) or mailed to:

Kentucky Department of Education  
Office of Continuous Improvement and Support  
Division of School and Program Improvement  
300 Sower Boulevard, 5<sup>th</sup> Floor  
Frankfort, Kentucky 40601