

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 in a
7 school or district as reported by the local superintendent at the close of the year.

8 **(6) "Parent" shall have the same meaning as defined in KRS 160.345(1)(d).**

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

11 (8) [(6)] "School" means an institution as defined in KRS 160.345(1)(b).

12 (9) [(7)] "School report card" means the public reporting mechanism established pursuant to 20
13 U.S.C. 6311(h) and KRS 158.6453 (17)(a). [compilation of school information to be published
14 on the Kentucky Department of Education Web site and linked to school Web sites or in a
15 printed copy if requested.]

16 (10) [(8)] "School safety data" means a list of components as established in Section 2 of this
17 administrative regulation, critical to providing for a safe school environment for students and
18 school staff.

19 (11) [(9)] "Spending per student - district" means the current expenditures made divided by the
20 [total primary through grade twelve (12)] membership [end of year average daily attendance] in
21 the district.

22 (12) [(10)] "Spending per student - school" means the current expenditures made divided by the
23 membership [end of year average daily attendance] in the school.

1 **(13)** ~~[(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 KRS
7 158.6453(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) and
- 5 KRS 158.444 as well as additional safety violations required to be reported as part of the Civil
- 6 Rights Data Collection or another reporting mechanism mandated by state or federal law. [~~of 1st~~
- 7 ~~Degree assault (with intent to cause injury), drug abuse, and weapons. The safety data shall~~
- 8 ~~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) [~~information~~]
- 20 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 its~~
2 ~~committees; and~~

3 ~~(d) Number of school related volunteer hours;]~~

4 (8) The names of school based decision making council members at ~~at~~ ~~[of]~~ 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 year;
20 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) Prior
8 to publication the principal and the superintendent or a designee shall review and approve the
9 [~~text and~~] data included in [~~provided for~~] the school and district report cards. Each school report
10 card and district report card shall be published on the Kentucky Department of Education Web
11 site and the applicable school and district Web sites [~~and shall be supplied by the school and~~
12 ~~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 Report
20 Card.

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

22 (1) (a) Each public elementary and secondary school shall display the school's **current federal**
23 **and state** 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 an
2 advertised public meeting that includes both parents and community members to discuss the
3 school's current federal and state accountability classification and plan for sustainability or
4 improvement.

5 **(c) The superintendent of the local education agency shall determine whether each public**
6 **elementary and secondary school shall display the school's current federal and state**
7 **accountability classification in a prominent location or conduct an advertised public**
8 **meeting to discuss the school's current federal and state accountability classification and**
9 **plan for sustainability or improvement.**

10 (2) Each school shall provide written **or an electronic form of** notification within 30 days of
11 public release of data to the parent or legal guardian of any student who attends that school. The
12 written **or an electronic form of** notification shall include the current federal and state
13 accountability school classification **which includes a graphic of the star ratings**, include the
14 link to the school report card and may include additional information such as school programs.

15 (3) In case of a change to the school's federal and state accountability classification, schools
16 shall update the display or conduct an advertised public meeting and provide written **or an**
17 **electronic form of** notification to the parent or legal guardian. [~~audience that received the~~
18 ~~incorrect information, using the same medium by which it conveyed the original information. (27~~
19 ~~Ky.R. 881; Am. 2148; eff. 1-18-2001; 32 Ky.R. 1775; eff. 6-2-2006; 35 Ky.R. 1277; 2052; eff.~~
20 ~~2-12-2009; 38 Ky.R. 1391; 39 Ky.R. 31; eff. 7-13-2012.)]~~

This is to certify that the chief state school officer has reviewed and recommended this administrative regulation prior to its adoption by the Kentucky Board of Education, as required by KRS 156.070(5).

(Date)

Wayne D. Lewis
Commissioner of Education

(Date)

Hal Heiner, Chairperson
Kentucky Board of Education

PUBLIC HEARING AND PUBLIC COMMENT PERIOD: A public hearing on this proposed administrative regulation shall be held on XXXXXX, at XXXXX, in the State Board Room, 5th Floor, Kentucky Department of Education, 300 Sower Boulevard, Frankfort, Kentucky. Individuals interested in being heard at this meeting shall notify this agency in writing five working days prior to the hearing, of their intent to attend. If no notification of intent to attend the hearing is received by that date, the hearing may be canceled. This hearing is open to the public. Any person who wishes to be heard will be given an opportunity to comment on the proposed administrative regulation. A transcript of the public hearing will not be made unless a written request for a transcript is made. If you do not wish to be heard at the public hearing, you may submit written comments on the proposed administrative regulation. Written comments shall be accepted until xxxxxxxx. Send written notification of intent to be heard at the public hearing or written comments on the proposed administrative regulation to:

CONTACT PERSON: Deanna Durrett, General Counsel, Kentucky Department of Education, 300 Sower Boulevard, 5th Floor, Frankfort, KY 40601, phone 502-564-4474, fax 502-564-9321, email regcomments@education.ky.gov .

REGULATORY IMPACT ANALYSIS AND TIERING STATEMENT

Regulation Number: 703 KAR 5:140
Contact Person: Deanna Durrett, Deanna.Durrett@education.ky.gov
Phone number: 502-564-4474

(1) Provide a brief summary of:

(a) What this administrative regulation does: This administrative regulation establishes the standards for a school and district report card.

(b) The necessity of this administrative regulation: : KRS 158.6453 (17) requires the Kentucky Board of Education to promulgate an administrative regulation to define the implementation and the components of a school and district report card that clearly communicates with parents and the public about school and district performance.

(c) How this administrative regulation conforms to the content of the authorizing statute: This administrative regulation provides information necessary for the state report card program The regulation relates to the reporting requirements of KRS 158.6453, KRS 158.6455 and the requirements of 20 U.S.C. 6311(h).

(d) How this administrative regulation currently assists or will assist in the effective administration of the statutes: This administrative regulation provides requirements for school and district report cards.

(2) If this is an amendment to an existing administrative regulation, provide a brief summary of:

(a) How the amendment will change this existing administrative regulation: The amendments align the school and district report cards to the new federal and state requirements. It also adds a new section on communication around federal and state school accountability classifications.

(b) The necessity of the amendment to this administrative regulation: The amendment aligns the school and district report card program to federal and state guidelines.

(c) How the amendment conforms to the content of the authorizing statute: The amendment provides information necessary for the report card program. The amendment relates to reporting data from requirements of KRS 158.6453, KRS 158.6455 and the Every Student Succeeds Act of 2015.

(d) How the amendment will assist in the effective administration of the statutes: The amendment will provide definitions and components required in the school and district report card.

(3) List the type and number of individuals, businesses, organizations, or state and local governments affected by this administrative regulation: All public school districts in Kentucky and supporting staff at the Kentucky Department of Education.

(4) Provide an analysis of how the entities identified in question (3) will be impacted by either the implementation of this administrative regulation, if new, or by the change, if it is an amendment,

including: The regulation will impact schools and districts by providing school and district report card requirements.

(a) List the actions that each of the regulated entities identified in question (3) will have to take to comply with this administrative regulation or amendment: Schools and school districts will have to verify information and data in the report cards for accuracy. In addition, schools will have to place the accountability ratings in a prominent location in the school building, or hold an advertised public meeting to discuss the school's accountability rating, plan for sustainability or improvement. In addition, each school shall provide a written or electronic form of communication that states the accountability rating, which includes star ratings, program offered, and a link to the school report card.

(b) In complying with this administrative regulation or amendment, how much will it cost each of the entities identified in question (3): Amendments to the regulation may impact school budgets. Schools may be responsible for printing and mailing costs associated with written notifications to parents and guardians, along with minimal costs associated with displaying accountability classifications in a prominent location. The Kentucky Department of Education will provide templates to districts as guidance for the letters and displays.

(c) As a result of compliance, what benefits will accrue to the entities identified in question (3): Kentucky schools and districts will have a clear communication tool on academic performance, educational opportunities, transition readiness, school accountability, school safety and financial transparency.

(5) Provide an estimate of how much it will cost the administrative body to implement this administrative regulation:

(a) Initially: Additional costs are not anticipated.

(b) On a continuing basis: Additional costs are not anticipated. Only costs for the KDE to continue to work with a school report card vendor.

(6) What is the source of the funding to be used for the implementation and enforcement of this administrative regulation: Kentucky Department of Education operating funds

(7) Provide an assessment of whether an increase in fees or funding will be necessary to implement this administrative regulation, if new, or by the change if it is an amendment: No increase in fees or funding.

(8) State whether or not this administrative regulation establishes any fees or directly or indirectly increases any fees: This administrative regulation does not establish fees or directly or indirectly increase any fees.

(9) TIERING: Is tiering applied? (Explain why or why not) Tiering was not appropriate in this administrative regulation because the administrative regulation applies equally to all school districts.

FISCAL NOTE ON STATE OR LOCAL GOVERNMENT

Regulation Number: 703 KAR 5:140
Contact Person: Deanna Durrett, Deanna.Durrett@education.ky.gov
Phone number: 502-564-4474

(1) What units, parts, or divisions of state or local government (including cities, counties, fire departments, or school districts) will be impacted by this administrative regulation? School districts

(2) Identify each state or federal statute or federal regulation that requires or authorizes the action taken by the administrative regulation. KRS 158.6453, KRS 158.6455, Every Student Succeeds Act of 2015, 20 U.S.C. 6311

(3) Estimate the effect of this administrative regulation on the expenditures and revenues of a state or local government agency (including cities, counties, fire departments, or school districts) for the first full year the administrative regulation is to be in effect. There will be no additional revenue generated by this administrative regulation.

(a) How much revenue will this administrative regulation generate for the state or local government (including cities, counties, fire departments, or school districts) for the first year? None.

(b) How much revenue will this administrative regulation generate for the state or local government (including cities, counties, fire departments, or school districts) for subsequent years? None.

(c) How much will it cost to administer this program for the first year? Amendments to 703 KAR 5:140 will have no impact on state funds. However, amendments to the regulation may impact school budgets. Schools may be responsible for printing and mailing costs associated with written notifications to parents and guardians, along with minimal costs associated with displaying accountability classifications in a prominent location. The Kentucky Department of Education will provide templates to districts as guidance for the letters and displays.

(d) How much will it cost to administer this program for subsequent years? Amendment adds no additional costs.

Note: If specific dollar estimates cannot be determined, provide a brief narrative to explain the fiscal impact of the administrative regulation.

Revenues (+/-):

Expenditures (+/-):

Other Explanation: Regulation does not generate revenue or establish fees.