

Kenton County School District | *It's about ALL kids.*

**THE KENTON COUNTY BOARD OF
EDUCATION**

1055 EATON DRIVE, FORT WRIGHT, KENTUCKY

41017

TELEPHONE: (859) 344-8888 / FAX: (859) 344-1531

WEBSITE: www.kenton.kyschools.us

Dr. Henry Webb, Superintendent of Schools

KCSD ISSUE PAPER

DATE:

9/12/18

AGENDA ITEM (ACTION ITEM):

Consider/Approve MOA between Kenton Co on behalf of Northern Kentucky Detention Center (NKYDC) and Kentucky Educational Collaborative for State Agency Children (KECSAC) for the 2018-19 school year.

APPLICABLE BOARD POLICY:

01.1 Legal Status of the Board

HISTORY/BACKGROUND:

The Kentucky General Assembly established regulations that provide a foundation for the MOA between KECSAC and school districts. This agreement must be annually approved. This MOA outlines the agreement for how Kenton County School District and NKYDC will operate. The district must submit a MOA for working with KECSAC in order to receive the state's funding for State Agency Children for the delivery of educational services. This amount is \$262,777.00.

FISCAL/BUDGETARY IMPACT:


N/A

RECOMMENDATION:


Approve MOA between Kenton Co (on behalf of NKYDC) and KECSAC for the 2018-19 school year.

CONTACT PERSON:

Karen Hendrix


Principal


District Administrator


Superintendent

Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda.

Principal –complete, print, sign and send to your Director. Director –if approved, sign and put in the Superintendent's mailbox.

Kenton County Board of Education

Board Members: Carl Wicklund, Chairperson Karen L. Collins, Vice Chairperson Joshua Crabtree, Esq. Carla Egan Jessica Jehn
"The Kenton County Board of Education provides Equal Education & Employment Opportunities."

Kentucky Educational Collaborative For State Agency Children (KECSAC)
Eastern Kentucky University
Memorandum of Agreement
Overview

Legislation enacted by the Kentucky General Assembly in 1992 (SB260) and 1994 (HB826) established KECSAC and defined "state agency children" (SAC) and the role of school districts in the provision of services to these youth (KRS 158.135). Subsequent regulations provide the foundation for the Memorandum of Agreement (MOA) between KECSAC (administered by the Eastern Kentucky University, College of Education) and the school district providing educational services to state agency children.

Working in cooperation with the Kentucky Departments of Education (KDE); Juvenile Justice (DJJ); Behavioral Health, Developmental and Intellectual Disabilities (BHDID); Community Based Services (DCBS); and Local Education Agencies, KECSAC annually requires that each school district submit the following items as attachments for each program to this MOA:

- **ATTACHMENT 1** - A total budget for the education of state agency children in the treatment programs in project budget report MUNIS format.
- **ATTACHMENT 2** - A comprehensive annual budget for the state agency children educational program.
- **ATTACHMENT 3** - A completed Program Educational Calendar Worksheet.
- **ATTACHMENT 4** - A plan for making up any of the 210 instructional days due to inclement weather or other district planned events.
- **ATTACHMENT 5** - A completed SEEK Calculation Worksheet.
- **ATTACHMENT 6** - A current 2018-2019 Interagency Agreement between the school district and treatment program (not required for Department of Juvenile Justice programs).
- **ATTACHMENT 7** - A 2018-2019 Program Improvement Plan (PIP).
- **ATTACHMENT 8** - Implementation and Impact Check, based upon 2017-2018 Program Improvement Plan.
- **ATTACHMENT 9** - A Student Transition Plan (STP).

The MOA and attachments form the basis for the operation and distribution of State Agency Children's Funds (SACF) for the delivery of education services to SAC.

State Agency Children as defined in KRS 158.135 are:

1. (a). Those children of school age committed to or in the custody of the Cabinet for Families and Children and placed, or financed by the cabinet, in a Cabinet for Families and Children operated or contracted institution, treatment center, facility, including those for therapeutic foster care and excluding those for nontherapeutic foster care; or
(b) Those children placed or financed by the Cabinet for Families and Children in a private facility pursuant to child care agreements including those for therapeutic foster care and excluding those for nontherapeutic foster care;
2. Those children of school age in home and community-based services provided as an alternative to intermediate care facility services for the mentally retarded; and
3. Those children committed to or in custody of Department of Juvenile Justice, and placed in a department operated or contracted facility or program.

The passage of SB260 in 1992 envisioned KECSAC as serving youth in state operated or contracted residential and day treatment programs. With the passage of HB826 in 1994, a diverse array of treatment programs were brought under the SAC definition. With the passage of HB117 in 1996, KECSAC services were extended to youth under the care of the Department of Juvenile Justice. For the purposes of this MOA and the operation of SAC education programs, the following definition of on-site education programs is provided:

Definition of On-Site Education Programs

An on-site state agency children education program exists when more than fifty percent (50%) of the eligible state agency children in the program are provided with educational services at the treatment program by a local school district on December 1st.

The educational programs that serve SAC must meet the special needs of students who, upon exiting a public or private treatment program in the Commonwealth, will return to a public school setting as well as those who will enter the work force or some other alternative program.

The original signed copy of the KECSAC MOA and attachments should be returned to the KECSAC office at Eastern Kentucky University, prior to September 15, 2018. KECSAC and University officials will affix final signatures to the documents and return a final signed MOA to the School District. The school district will not receive reimbursement until all required information is submitted to complete the MOA. A confirmation of receipt of the MOA will be sent to the school district by KECSAC. A final signed copy version will be returned to the school district after submission of completed MOA.

The local school district that contracts with KECSAC to provide educational services to SAC must provide an equal and equitable education to students in KECSAC programs. This includes equitable resources such as textbooks, teaching materials, technology materials, support and maintenance.

Please submit a complete signed MOA with ALL attachments digitally to:

Kristine Smith email address: Kristine.Smith@eku.edu

Or

Kaye Parker at Kaye.Parker@eku.edu

MEMORANDUM OF AGREEMENT
Kentucky Educational Collaborative For State Agency Children
Eastern Kentucky University
Fiscal Year 2019
(July 1, 2018 - June 30, 2019)

I. INTRODUCTION

This agreement is made and entered into this 1st day of July, 2018, by and between The Kentucky Educational Collaborative for State Agency Children (KECSAC), Eastern Kentucky University, (hereinafter called the FIRST PARTY), a non-profit educational institution, organized and existing by virtue of the Laws of the Commonwealth of Kentucky, and **School District**, (hereinafter called the SECOND PARTY), a non-profit educational institution, organized and existing by virtue of the Laws of the Commonwealth of Kentucky.

WHEREAS, the FIRST PARTY has been directed by the Justice Cabinet, Cabinet of Health and Family Services and Kentucky Department of Education (collectively referred to herein as "CABINETS") to provide collaborative educational services; and

WHEREAS, the FIRST PARTY has concluded that it would not be feasible to provide some of such services from its facilities; and

WHEREAS, the SECOND PARTY is available and would be qualified to provide a system which would meet the approval of the aforementioned cabinets; and

WHEREAS, the FIRST PARTY desires to avail itself of the services of the SECOND PARTY;

NOW, THEREFORE, it is mutually agreed by and between the parties as follows:

II. SCOPE OF WORK

The SECOND PARTY will provide to state agency children in **Program Name** a 210 day instructional program that includes a traditional instructional school calendar, or equivalent hours as approved by KDE as well as an extended school program which is in compliance with the Statutes and Regulations governing the CABINETS as they relate to state agency children in the Commonwealth of Kentucky. In addition to the terms and conditions described below, the SECOND PARTY also agrees to abide by all terms and conditions set forth under the Master Agreement between FIRST PARTY and the CABINETS.

III. PERIOD OF PERFORMANCE

Each Memorandum of Agreement is for a period of twelve months, beginning July 1, 2018, with an end date of June 30, 2019. The education program may continue for multiple years and each subsequent year will be dealt with separately and will require a new Memorandum of Agreement. Initiation and continuation of this agreement are contingent upon FIRST PARTY'S receipt of funding from the CABINETS.

IV. DUTIES OF THE FIRST PARTY

1. The FIRST PARTY will provide the services of the Director of KECSAC or other KECSAC personnel to facilitate the distribution of the funds as described herein.
2. The FIRST PARTY will provide for all of the normal administrative requirements as established by the CABINETS.

V. DUTIES OF THE SECOND PARTY – School District

1. The SECOND PARTY will provide the services of a school administrator as the overall school district program(s) director, or a substitute acceptable to both parties.
2. Time and effort sheets will be maintained by the school administrator for staff providing services for each program under this Agreement. All wages and fringe benefits required hereunder will be provided within the terms of funding in this Agreement.
3. Personnel assigned by the school district to the education program will be afforded all of the amenities of **School District** faculty and/or staff. Such project personnel will be employees of the SECOND PARTY with selection dismissal, and all other employment decisions the responsibility of the SECOND PARTY.
4. Normal SECOND PARTY accounting procedures will be employed and records will be made available for inspection at the request of the FIRST PARTY for a period of up to five years beyond the termination date of a program.
5. The SECOND PARTY shall sign and return the Memorandum of Agreement, including all attachments, to the FIRST PARTY within ninety (90) days of issuance or no later than September 15th. The FIRST PARTY may decrease funding by quarterly increments for noncompliance with the submission deadline. If the Memorandum of Agreement is submitted but is incomplete, the FIRST PARTY has the authority to hold reimbursement for expenses until a completed Memorandum of Agreement is submitted to the FIRST PARTY.
6. The SECOND PARTY shall maintain an inventory of all items purchased with KECSAC funds. All items purchased with KECSAC funds remain the property of FIRST PARTY.
7. The SECOND PARTY shall notify the FIRST PARTY in writing, no less than 30 days in advance, when a state agency program will be closed.
8. The SECOND PARTY agrees to return all purchased items to the FIRST PARTY within 30 days of the closing date of a program.
9. The SECOND PARTY shall submit a new application for funds should an existing KECSAC program move to the SECOND PARTY'S district and if the SECOND PARTY is seeking funding for any activities or items not specified herein.
10. The SECOND PARTY shall immediately notify FIRST PARTY in writing of any problems, complaints or allegations relating to the use or administration of KECSAC funds or any program supported, in whole or part, by KECSAC funds. SECOND PARTY shall send such notification to FIRST PARTY at:

KECSAC
Martin House
Eastern Kentucky University
521 Lancaster Avenue
Richmond, KY 40475

11. The parties recognize that FIRST PARTY is an agency of the state and as such is vested with sovereign immunity, and nothing in this agreement shall be construed as a waiver of such immunity. SECOND PARTY agrees, to the extent permitted by law, to indemnify and hold harmless the FIRST PARTY from any and all liability, loss or damage that FIRST PARTY may suffer resulting from the acts or omissions of SECOND PARTY'S employees or agents relating to this Agreement.

VI. COSTS AND PAYMENTS

1. On a quarterly cost reimbursement basis, the FIRST PARTY will request that payments be made by Kentucky Department of Education to the SECOND PARTY the cost, not to exceed approved requested funds, for direct labor, supplies, subcontracts, and incidental expenses necessary for the execution of the work. The SECOND PARTY will bill the FIRST PARTY in MUNIS **project budget report** format quarterly for expenditures as actual expenses are incurred (*as requested*). The budget is attached as ATTACHMENT 1 and incorporated herein by reference. New Memorandum of Agreements with an updated annual budget will be completed each year for each program.
2. The SECOND PARTY will provide documentation, in MUNIS format, that itemizes all funds that the SAC education program generates including KECSAC and SEEK funds. Any KECSAC funds not expended by June 30th of the current fiscal year will be deducted from the program's next fiscal year allocation amount.
3. The SECOND PARTY agrees that if an education program closes during the year, the SECOND PARTY will be reimbursed up to 25% of the allocated amount if the program closed on or before September 30th, up to 50% if the program closed on or before December 31st and up to 75% if the program closed on or before April 30th.
4. The FIRST PARTY will withhold 10% of the total allocation until the final (fourth quarter) reimbursement. If an education program receives the full amount of allotted funds and that education program closes without having spent all of the funds, the SECOND PARTY agrees to return any unspent funds.

VII. RENEWAL

The parties hereby understand that each education program may be renewed for additional periods under these terms as may be mutually agreed upon in writing.

VIII. CABINETS

The SECOND PARTY will comply with all provisions of the CABINETS included in the attachments to this Memorandum of Agreement and all applicable provisions of the Master Agreement between the CABINETS and FIRST PARTY.

IX. ENDORSEMENTS

Both parties have executed this Agreement by duly authorized officers.

X. PROGRAM GUIDELINES

KRS 605.110 requires that children maintained in a facility or program operated, contracted or financed by the CABINETS shall as far as possible, maintain a common school education.

In this regard, SECOND PARTY'S educational administrative staff, supervisors and teachers:

1. Shall meet Kentucky educational certification requirements and be evaluated in accordance with local school district policy.
2. Shall complete a formal or informal academic assessment of the educational needs of all SAC, and vocational needs of SAC aged fourteen (14) and up or in eighth grade and above, within the first 30 days after admission to an on-site program. Any youth suspected to have an educational disability as governed by 707 KAR 1:180 and 707 KAR 1:190 shall be assessed following required due process procedures.
3. Shall, at on-site education programs, provide the treatment program director an opportunity to interview prospective new teachers for the on-site state agency education program when filling a teacher vacancy. At on-site education programs, the treatment program director shall provide the local school district with interview results regarding the applicants' suitability for teaching in the on-site state agency education program.
4. Shall designate a school administrator who will be the instructional leader of the state agency children educational program(s). School administrators shall attend two statewide meetings of the State Agency Children School Administrators Association (SACSAA) scheduled by the FIRST PARTY with the advice of the KECSAC Interagency Advisory Group and SACSAA. The SACSAA meetings are scheduled as follows:

Fall Statewide Meeting: September 7, 2018

Spring Statewide Meeting: March 1, 2019

5. Shall ensure school administrators attend additional meetings upon thirty (30) days written notification from the FIRST PARTY or the CABINETS.
6. Shall be responsible to ensure school administrators complete and timely submit information including the required MUNIS and IC reports upon request from the CABINETS and/or the FIRST PARTY.
7. Shall ensure the school administrator, or a designee, participates in treatment planning conferences and team meetings for state agency children in programs they serve.
8. Shall comply with all policies of the CABINETS relative to the care and treatment of state agency children.
9. Shall, at on-site education programs, provide a professional development plan for all certified staff working in state agency children programs. All educators new to a state agency children's education program shall attend the "*New Educators Training*," which is scheduled for **August 29, 2018**. 505 KAR 1:080 recommends that three (3) non-instructional days per year be used for professional development designed for state agency children teachers.
10. Shall, at on-site education programs, maintain average teacher pupil ratios not to exceed: No more than ten (10) students to one (1) teacher without a classroom aide; and no more than fifteen (15) students to one (1) teacher with a classroom aide; and shall comply with 505 KAR 1:080 relating to students with educational disabilities. This ratio must be maintained during the regular and extended school calendar.
11. Shall provide the state required days of direct educational services for each state agency child. Students enrolled in a KECSAC program are also required to attend an extended school program for an annual total of 210 instructional days which is in compliance with 505 KAR 1:080. A minimum of four hours of direct instruction is required for each of the extended school days.
12. Shall develop, in coordination with the Individual Treatment Plan (ITP) for each state agency child, an Individual Plan of Instruction (IPI) or for youth determined to have an educational disability, an Individual Educational Plan as governed by 505 KAR 1:080.

13. Shall recognize state agency children status as it relates to the administration and testing of the GED®.
14. Shall administer to state agency children the same assessments administered to other public school youth and shall be included in the accountability as specified in Inclusion of Special Populations in the State-Required Assessment and Accountability Programs 703 KAR 5:070.
15. Shall request of sending school the educational records for all state agency children. Upon receipt of the school records, the SECOND PARTY shall notify within five (5) days the sending school of the state agency child's enrollment. Upon receipt of the school records, the state agency program shall notify the sending school district office of the pupil personnel director that the child is now in school attendance and not a drop out.
16. Shall ensure that the educational records of state agency children be forwarded to the receiving schools within five (5) school days following the release of the youth from the program.
17. Shall prepare an Educational Passport as required by KRS 158.137 and 605.110(3)(e).
18. Shall comply with all provisions of KRS Chapters 158, 161, 610, 635, 640, 645, 505 KAR 1:080, 922 KAR 1:300 and 922 KAR 1:305.
19. Shall maintain a **current** copy of the "Child Caring Facility License" issued by the State of Kentucky documenting the license capacity and type of program for **each** non-state operated or non-state contracted program for which the SECOND PARTY is requesting funding or otherwise have filed for a renewal sufficiently in advance of the expiration of any license.
20. Shall notify FIRST PARTY within 30 days of a change in the licensed or rated capacity of each programs.
21. Shall submit to the FIRST PARTY, a total educational budget in project budget report MUNIS format for **each** program providing education to state agency children as **Attachment 1** and a comprehensive annual budget as **Attachment 2**, attached hereto and incorporated herein by reference.
22. Shall provide to all state agency children an extended school calendar of two hundred and thirty (230) days with two hundred and ten (210) instructional days in accordance to 505 KAR 1:080. An Educational Calendar Worksheet outlining the two hundred and thirty (230) days shall be submitted as **Attachment 3**, incorporated herein by reference, with the annual Memorandum of Agreement. The calendar must include the legislatively required number of instructional days, or the equivalent hours, as approved by KDE, and thirty-three (33) KECSAC extended days. It is recommended that Infinite Campus, the state attendance program, show the entire school calendar, including the extended days. In addition, shall attach a copy of its plan to make up days missed due to adverse weather or other district planned activities as **Attachment 4**, incorporated herein by reference.
23. Shall submit the SEEK Calculation Worksheet as **Attachment 5**. Such SEEK Calculation Worksheet, as may be amended, is attached as **Attachment 5**, hereto and incorporated herein by reference.
24. Shall submit and maintain a current copy of the Interagency Agreement between the SECOND PARTY and the facility, or documentation explaining why such interagency agreement is not required. If the program is a Mental Health Day Treatment facility, a current copy of the Interagency Agreement between the education program and the approved service provider is required, including a copy of the current service provider's contract. Such Interagency Agreement, as may be amended, is attached as **Attachment 6**, hereto and incorporated herein by reference.
25. Shall attach a copy of the 2018-2019 Program Improvement Plan (PIP) developed using state assessment data, KECSAC Program Reviews and any other surveys or data collected by individual programs. The implementation and assessment of the PIP is solely the responsibility of the SECOND

PARTY. Such Program Improvement Plan, as may be amended, is attached as **Attachment 7**, hereto and incorporated herein by reference.

26. Shall attach a copy of the Implementation and Impact Check based upon the submitted 2017-2018 Program Improvement Plan for the education program. Such Implementation and Impact Check, as may be amended, is attached as **Attachment 8**, hereto and incorporated herein by reference.

27. Shall attach a copy of the education program's Student Transition Plan (STP) that outlines the transition procedures for state agency children. The implementation and assessment of the STP is solely the responsibility of the SECOND PARTY. The transition planning to a post school setting shall comply with the STP and service requirements of the Individuals with Disabilities Education Act (IDEA), enacted as 20 USC 1400 to 1491o, and 707 KARA 1:220 for students with educational disabilities. Such Student Transition Plan, as may be amended, is attached as **Attachment 9**, hereto and incorporated herein by reference.

SECOND PARTY

School District

FIRST PARTY

Eastern Kentucky University

Name Date
Superintendent

Dr. Gerald J. Pogatshnik Date
Associate Vice President for Research

Dr. Ronnie Nolan Date
KECSAC Director

Hendrix, Karen

From: Kuster, Sylvia L (DJJ) <SylviaL.Kuster@ky.gov>
Sent: Monday, September 10, 2018 12:23 PM
To: Hendrix, Karen
Cc: Jett, Shannon M (DJJ); Banta, Kim
Subject: RE: addendum

A copy of this letter will suffice.

From: Hendrix, Karen [mailto:karen.hendrix@kenton.kyschools.us]
Sent: Monday, September 10, 2018 12:20 PM
To: Kuster, Sylvia L (DJJ) <SylviaL.Kuster@ky.gov>; Jett, Shannon M (DJJ) <ShannonM.Jett@ky.gov>
Cc: Banta, Kim <kim.banta@kenton.kyschools.us>
Subject: RE: addendum

Thanks Sylvia.

Can you tell me how to document this understanding for the MOA that is due Sept 15th? Would a copy of this email suffice?

From: Kuster, Sylvia L (DJJ) <SylviaL.Kuster@ky.gov>
Sent: Monday, September 10, 2018 11:44 AM
To: Hendrix, Karen <karen.hendrix@kenton.kyschools.us>; Jett, Shannon M (DJJ) <ShannonM.Jett@ky.gov>
Cc: Banta, Kim <kim.banta@kenton.kyschools.us>
Subject: RE: addendum

Correct.

Kim is confident you will be on site and the other responsibilities of the NKYDC principal can be done from the NKYDC office. We have an understanding that we will revisit the success of this the end of October so no written addendum was created that met both parties approval.

Sylvia

Sylvia L. Kuster
Program Services-DJJ Education Branch Manager
1025 Capital Center Drive-3rd Floor
Frankfort, Kentucky 40601
502-573-2738

From: Hendrix, Karen [mailto:karen.hendrix@kenton.kyschools.us]
Sent: Monday, September 10, 2018 8:57 AM
To: Kuster, Sylvia L (DJJ) <SylviaL.Kuster@ky.gov>; Jett, Shannon M (DJJ) <ShannonM.Jett@ky.gov>
Subject: Re: addendum

The addendum was in regards to the administrator being on location full-time.

Attachment 1

MUNIS Budget for 2019 Fiscal Year

July 1, 2018- June 30, 2019

A total budget for the education of state agency children in the treatment programs in project budget report MUNIS format.

09/11/2018 07:54
9291sben

KENTON COUNTY BOARD OF EDUCATION
YEAR-TO-DATE BUDGET REPORT

P 1
glytdbud

FOR 2019 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
2 SPECIAL REVENUE							
103E KECSAC							
0110 CERTIFIED PERMANENT SALARY	94,485	12,999	107,484	4,668.04	.00	102,815.96	4.3%
0112 EXTRA DUTY (CONTRACTED)	2,152	-2,152	0	.00	.00	.00	.0%
0113 OTHER CERT (NON-CONTRACTED)	5,512	-5,512	0	.00	.00	.00	.0%
0120 CERTIFIED SUBSTITUTE	7,812	-5,812	2,000	.00	.00	2,000.00	.0%
0120A CERTIFIED SUBSTITUTE PERSONAL	0	0	0	134.00	.00	-134.00	100.0%
0222 EMPLOYER MEDICARE CONTRIBUTION	3,469	-1,910	1,559	67.51	.00	1,491.49	4.3%
0231 KTRS EMPLOYER CONTRIBUTION	8,493	-5,266	3,227	144.06	.00	3,082.94	4.5%
0253 KSBA UNEMPLOYMENT INSURANCE	213	-123	90	1.34	.00	88.66	1.5%
0260 WORKMENS COMPENSATION	426	-265	161	8.03	.00	152.97	5.0%
3200 RESTRICTED STATE REVENUE	-122,562	8,041	-114,521	.00	.00	-114,521.00	.0%
TOTAL KECSAC	0	0	0	5,022.98	.00	-5,022.98	100.0%
TOTAL SPECIAL REVENUE	0	0	0	5,022.98	.00	-5,022.98	100.0%
TOTAL REVENUES	-122,562	8,041	-114,521	.00	.00	-114,521.00	
TOTAL EXPENSES	122,562	-8,041	114,521	5,022.98	.00	109,498.02	
GRAND TOTAL	0	0	0	5,022.98	.00	-5,022.98	100.0%

** END OF REPORT - Generated by Susan Bentle **

ATTACHMENT 2
Comprehensive Budget For 2019 Fiscal Year
July 1, 2018 - June 30, 2019

All budget information must be complete and accurate for each KECSAC program within the school district.

The proposed budget has been approved by the school board and approved as to form and classification by the school district's finance officer.

The following budget is adopted for **NKYDC** for the current Fiscal Year and the amounts stated are appropriated for the purposed indicated.

Federal Programs Allocation FY19	
Title I, Part A	\$
Title I Part D, Subpart 2 Neglected & Delinquent	\$27,000.00
Title I School Improvement	\$
Title I Part B Even Start	\$
Title I Part B Reading First	\$
Title I Part C Migrant	\$
Stewart B. McKinney Homeless	\$
Title II, Part A, Teach Quality	\$
Title I, Part D, Education Technology	\$
Title II, Part D, Education Technology-Competitive	\$
Title III Limited English Proficiency	\$
Title III Immigrant	\$
Title IV Part A Safe & Drug Free Schools	\$
Title IV Part B, 21 st Century	\$
Title V, Innovation Strategies	\$
Title VI Rural & Low Income	\$
IDEA B Basic Plus Capacity & Improvement	\$
IDEA B Preschool	\$
Federal Jobs for America's Graduates (JAG)	\$
Services Learning	\$
Title II C Perkins	\$
Other:	\$
Total	\$ 27,000.00

State Programs Allocation FY19	
General/District Funds	\$ 148,256.00
Local Tax Dollars	\$
Family Resources Youth Service Centers	\$
Gifted talented	\$
Extended School Services	\$
Preschool	\$
Professional Development	\$
Textbooks	\$
Safe Schools	\$
KECSAC	\$114,521.00
Read to Achieve	\$
Dropout Prevention	\$
Community Education	\$
Local Area Vocational	\$
20% Vocational Funds	\$
Commonwealth School Improvement	\$
Elementary Arts & Humanities	\$
Math, Achievement Fund	\$
Other:	\$
Other:	\$
Other:	\$
Other:	\$
Total	\$ 262,777.00

ATTACHMENT 3
2018-2019 School Calendar for Kenton County School District and NKYDC
177 Instructional Days/33 Extended Days/230 Total Days

	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	Inst. Days	Extended Days	Non-Inst Days	Vac Days	Total Days
July 2018	7/2 A	7/3 A	7/4 A	7/5 A	7/6 A	7/9 E	7/10 E	7/11 E	7/12 E	7/13 E	7/16 E	7/17 E	7/18 E	7/19 E	7/20 E	7/23 E	7/24 E	7/25 PD	7/26 PD	7/27 E	7/30 E	7/31 E				0	15	7	0	22
Aug			8/1 E	8/2 E	8/3 E	8/6 A	8/7 A	8/8 A	8/9 A	8/10 A	8/13 A	8/14 O	8/15 I	8/16 I	8/17 I	8/20 I	8/21 I	8/22 I	8/23 I	8/24 I	8/27 I	8/28 I	8/29 PD	8/30 I	8/31 I	12	3	8	0	23
Sept						9/3 H	9/4 I	9/5 I	9/6 I	9/7 I	9/10 I	9/11 I	9/12 I	9/13 I	9/14 I	9/17 I	9/18 I	9/19 I	9/20 I	9/21 I	9/24 I	9/25 I	9/26 I	9/27 I	9/28 I	19	0	1	0	20
Oct	10/1 I	10/2 I	10/3 I	10/4 I	10/5 A	10/8 A	10/9 I	10/10 I	10/11 I	10/12 I	10/15 I	10/16 I	10/17 I	10/18 I	10/19 I	10/22 I	10/23 I	10/24 I	10/25 I	10/26 I	10/29 I	10/30 I	10/31 I			21	0	2	0	23
Nov				11/1 I	11/2 I	11/5 A	11/6 I	11/7 I	11/8 I	11/9 I	11/12 I	11/13 I	11/14 I	11/15 I	11/16 I	11/19 I	11/20 I	11/21 H	11/22 H	11/23 H	11/26 I	11/27 I	11/28 I	11/29 I	11/30 I	18	0	4	0	22
Dec	12/3 I	12/4 I	12/5 I	12/6 I	12/7 I	12/10 I	12/11 I	12/12 I	12/13 I	12/14 I	12/17 I	12/18 I	12/19 I	12/20 H	12/21 H	12/24 H	12/25 H	12/26 H	12/27 H	12/28 H	12/31 H					13	0	8	0	21
Jan 2019		1/1 H	1/2 H	1/3 I	1/4 I	1/7 I	1/8 I	1/9 I	1/10 I	1/11 I	1/14 I	1/15 I	1/16 I	1/17 I	1/18 I	1/21 H	1/22 I	1/23 I	1/24 I	1/25 I	1/28 I	1/29 I	1/30 I	1/31 I		20	0	3	0	23
Feb					2/1 I	2/4 I	2/5 I	2/6 I	2/7 I	2/8 I	2/11 I	2/12 I	2/13 I	2/14 I	2/15 I	2/18 H	2/19 I	2/20 I	2/21 I	2/22 I	2/25 I	2/26 I	2/27 I	2/28 I		19	0	1	0	20
Mar					3/1 I	3/4 I	3/5 I	3/6 I	3/7 I	3/8 I	3/11 I	3/12 I	3/13 I	3/14 I	3/15 A	3/18 I	3/19 I	3/20 I	3/21 I	3/22 I	3/25 I	3/26 I	3/27 I	3/28 I	3/29 I	20	0	1	0	21
April	4/1 I	4/2 I	4/3 I	4/4 I	4/5 I	4/8 I	4/9 I	4/10 I	4/11 I	4/12 I	4/15 A	4/16 A	4/17 A	4/18 A	4/19 A	4/22 A	4/23 I	4/24 I	4/25 I	4/26 I	4/29 I	4/30 I				16	0	6	0	22
May			5/1 I	5/2 I	5/3 I	5/6 I	5/7 I	5/8 I	5/9 I	5/10 I	5/13 I	5/14 I	5/15 I	5/16 I	5/17 I	5/20 I	5/21 H	5/22 I	5/23 I	5/24 I	5/27 H	5/28 I	5/29 I	5/30 C	5/31 A	19	0	4	0	23
June	6/3 E	6/4 E	6/5 E	6/6 E	6/7 E	6/10 E	6/11 E	6/12 E	6/13 E	6/14 E	6/17 E	6/18 E	6/19 E	6/20 E	6/21 E	6/24 A	6/25 A	6/26 A	6/27 A	6/28 A						0	15	5	0	20
Total Days MUST Equal 230 or More:																									177	33	50	0	260	

Instructions: Please fill out the calendar by using the following letters to indicate the type of day for the program. The calendar must include the required number of instructional days, or the equivalent hours, as approved by KDE and thirty-three (33) KECSAC extended days.

A=Administrative Days/No School I=Instructional (177 Days or Equivalent Hours) E=Extended KECSAC (33 Days)

ATTACHMENT 4

Make-Up Day Plan

Include a plan with your MOA for making up any of the 210 instructional days, or the equivalent hours, as approved by KDC missed due to inclement weather or other district planned events.

The NKYDC school program is located on the grounds of a DJJ residential program. Students live at the site and therefore do not have to be transported to and from school. The facility is on a well-maintained county road about 1 mile off the interstate allowing staff to be able to get to work safely in most cases. IN the case where staff members could not safely come to work, then we will follow the make-up plan. This plan is for the first extended day after the weather event to change to a regular school day and an additional 4 hour extended day to be added to the end of the June calendar.

ATTACHMENT 5

State Agency Children SEEK Calculation Worksheet

2018-2019 School Year

All programs must submit a completed worksheet even if the program does not receive SEEK funds. The school district receives SEEK funds for those state agency children that are taught at the local on-site programs. Do not leave any category blank. Insert \$0 for categories with no dollars or NA if a category is not applicable.

School District: Kenton County SD

Name of Treatment Program: NKYDC

School Code: 055

A. Projected 2018-2019 School Year Average Daily Attendance (ADA): 29

B. Projected Base SEEK \$4,000 x ADA \$116,000

C. Projected At-Risk Add-on \$4,000 x 0.15 x ADA for residential & group home youth* \$17,400

D. December 1, 2017 Child Count: Severe (Low) 7 Moderate 9 Speech (High) 0

D1. Projected Low Incidence Add-On1 \$4,000 x 2.35 = \$9,400 x 12-1-17 Child Count \$ 65,800

D2. Projected Moderate Incidence Add-On2 \$4,000 x 1.17 = \$4,680 x 12-1-17 Child Count \$ 42,120

D3. Projected High Incidence Add-On3 \$4,000 x 0.24 = \$960 x 12-1-17 Child Count \$ 0

E. Total Projected SEEK for 2018-2019 School Year \$ 241,320.00

F. SEEK Funds to be provided by Kentucky Department of Education \$ 148,170 State Ratio** .641 x Total Projected SEEK (Line E)

* Day treatment youth may be eligible for at-risk add-on if they qualify for free lunch program.

** To determine state ratio, divide the Calculated State Portion by the Calculated Base Funding from the district's SEEK Forecast provided to the school superintendent.

Low Incident Disabilities, 2.35 weight - Functional Mental Disability, Hearing Impairment, Emotional-Behavioral Disability, Visual Impairment, Multiple Disabilities, Deaf-Blind, Autism, and Traumatic Brain Injury; 2Moderate Incident Disabilities, 1.17 weight - Mild Mental Disability, Orthopedic Impairment or Physically Disabled, Other Health Impaired, Specific Learning Disabilities, and Developmental Delay; 3High Incident Disability, 0.24 weight - Communication Disorders of Speech or Language.

NOTE: THESE CALCULATIONS ARE CONTINGENT ON THE FINAL APPROVAL OF THE STATE BUDGET

KECSAC PROGRAM IMPROVEMENT PLAN

for School Year 2018-2019

ACTION COMPONENT (x): ☒ Academic Performance ☐ Learning Environment ☐ Efficiency

STANDARD (X):

<input type="checkbox"/> Curriculum	<input type="checkbox"/> Culture	<input type="checkbox"/> Leadership
<input type="checkbox"/> Assessment	<input type="checkbox"/> Support	<input type="checkbox"/> Resources/ Organization
<input checked="" type="checkbox"/> Instruction	<input type="checkbox"/> Professional Development	<input type="checkbox"/> Planning

District Name Kenton County SD **Component Manager** K. Hendrix **Preliminary (X)** X

Program Name NKYDC **Date** Sept 6, 2018 **Revised (X)**

Priority Need {Data-Driven}	Goal {Addresses the Priority Need}
Students use the online Edgenuity program for 100% of their coursework in earning their high school credits. Students report a desire to receive another mode of instruction that is more engaging and will increase the number of high school credits earned.	Students will receive a balanced learning approach that will consist of no more than 50% of online learning method in order to better engage students with their learning an increase the number of credits earned.
Causes of the Need	Objectives for Reaching the Goal
The culture of learning has relied on computer-based instruction as the main method for delivering instruction.	The expectation that teachers provide direct instruction will be established and monitored through walk-through observations.

Evidence of the Causes	Measures of Objectives
Administrator walk-through observations revealed a culture of online learning	Informal walk-through observations will provide mid-point checks on whether there is an increase in direct instruction. To determine its impact on student learning, there will be a comparison of the average number of high school credits earned from before the direct instruction initiative began (September 2018) to after it has been in place for an extended period of time (May 2019).

Strategies/Activities {activity or sequence of activities to achieve objective(s)}

Objective Label	Activity/Strategy	Expected Impact	Responsible Person(s)	Start Date	End Date	Estimated Cost	Funding Source
Varied learning methods/strategies	Incorporate varied high interest, quality learning activities into the school day	Increased student engagement & increased number of earned credits	teachers	Sept 6, 2018	May 29, 2019	\$0.00	N/A

KECSAC PROGRAM IMPROVEMENT PLAN **for School Year 2018-2019**

ACTION COMPONENT (x): ☒ **Academic Performance** ☐ **Learning Environment** ☐ **Efficiency**

STANDARD (X):

<input type="checkbox"/> Curriculum	<input type="checkbox"/> Culture	<input type="checkbox"/> Leadership
<input type="checkbox"/> Assessment	<input type="checkbox"/> Support	<input type="checkbox"/> Resources/ Organization
<input checked="" type="checkbox"/> Instruction	<input type="checkbox"/> Professional Development	<input type="checkbox"/> Planning

District Name Kenton County SD **Component Manager** K. Hendrix **Preliminary (X)** X

Program Name NKYDC **Date** Sept 6, 2018 **Revised (X)**

Priority Need {Data-Driven}	Goal {Addresses the Priority Need}	
Students do not generally enter the program possessing internal motivation to complete educational tasks.	Students will be motivated to learn educational tasks and have a plan for success.	
Causes of the Need	Objectives for Reaching the Goal	
The have experienced a great deal of disappointment and failure in their past and have a difficult time seeing the possibility of attending college, technical school, or entering a career.	Implement the Why Try program.	

Evidence of the Causes	Measures of Objectives
Students report a lack of desire to earn high school credits or attend college in the future.	Informal discussions with students will provide mid-point checks on whether the students have increased their motivation. To determine its impact on student learning, there will be a comparison of the average number of high school credits earned from before the Why Try program initiative began (September 2018) to after it has been in place for an extended period of time (May 2019).

Strategies/Activities {activity or sequence of activities to achieve objective(s)}

Objective Label	Activity/Strategy	Expected Impact	Responsible Person(s)	Start Date	End Date	Estimated Cost	Funding Source
Why Try	Implement Why Try program with fidelity	Increased student motivation & increased number of earned credits	teachers	Sept 6, 2018	May 29, 2019	\$0.00	N/A

KECSAC

Implementation and Impact Check for School Year 2017-2018

NOTE: The Implementation and Impact Check should be completed at the end of the school year and is used to document the implementation of strategies/activities from the Program Improvement Plan as well as provide evidence and outcomes of the activity. Submit this document with the 2016-2017 Memorandum of Agreement.

Objective Label	Activity/Strategy	I = Implemented IP = Implemented Partially NI = Not Implemented	Has This Activity Had Impact? Yes/no	Evidence of Actual Impact on Terms of Progress and Success	Outcomes/Observations/New Data Reasons for Progress and Success or Reasons Expected Impact Did Not Occur
Blended Learning	Continuing involvement with CEEAS to continue develop and refine a blended learning model for our school	NI	N/A	N/A	Blended Learning did not take place.
Student Transition	Embed instruction into WPP & PFM courses	I	Yes	Students leave the DJJ facility with a flash-drive of their academic progress.	Students have a record of all their work (earned credits as well as progress of work towards earned credits)
Growth Mindset PLC	Develop PLC group to study Growth mindset	NI	N/A	N/A	Growth mindset PLC did not occur.

Individualized Student Transition / Aftercare Plan

Student: ~~Christopher~~

Transition/Aftercare Plan Initiated 9-10-18

Date Enrolled 7-9-18

Date Transitioned 9-21-18

Student Identified Transition Goals:

Academic:

obtain his GED

Student Identified Transition Goals:

Vocational:

wants to go into military (marine corps)
wants to take ASVAB
or become a Hazmat CDL driver

Student Identified Transition Goals:

Health/Mental Health/Psychiatric Needs:

Continue to control impulses/anger
• think positive thoughts
• think "stop" in my head

Parent/Guardian Identified Transition Goals: ~~Christopher~~ - father's name

Academic:

wants Noah to get a GED or graduate
but not drop-out

Parent/Guardian Identified Transition Goals:

Vocational:

Supports Noah's preference to enter
the military like other members
of the family

Parent/Guardian Identified Transition Goals:

Health/Mental Health/Psychiatric Needs:

wants Noah to continue to
work on his goals

Identified Substance Abuse Needs:

no identified need at this time

Identified Recreation/Leisure and Social Skills Needs:

- football
- improve peer relations
- develop pro-social behaviors
- continue healthy leisure-time activities
- continue career

Academic/Vocational /Mental Health

Assessment Tools

Pre-TABE Date: 5-1-18 reading - 1.7
math - 3.1
____ MAPS /Descartes
____ Reading Programs
____ TeenBiz.com (Lexile Level Set/Grade Equivalent Based Instruction)

____ SRA
____ DISTAR
____ Learning Styles (hands-on)
____ ☒ C.I.T.E. Learning Styles
____ Educational Activities 2010: Learning Styles Inv.
____ Pre-GED
____ ☒ Career Scope (Architecture/Construction)
____ Rubrics
____ Records Review
____ Star Math & Reading
____ Kentucky Core Content Check off List
____ CATS Testing Results
____ ACT Testing Results
____ ASVAB Results

☒ **Ind Living Packets**

____ Portfolio writing Samples
____ ☒ Open Response / On Demand Writing
____ Psychosocial
____ Social History / Referral
____ Why I'm Here Orientation Booklet
____ Life Story & Sentence Completion
____ ASPIRE Program
____ ACT Results
____ Pre-GED Results
____ ILP
____ Weekly Progress Notes
____ ☒ Student Transition Survey
____ Parent / Guardian Transition Survey
____ ☒ IPI IPLA
____ IEP (If applicable)
____ Plan/Explore Results
____ STARS Suite Online Curriculum
____ Novel
____ High School Prep.
____ Test Pack
____ GED Duo
____ Anecdotal Notes

Academic Strategies

____ ☒ Treatment Team Meetings
____ ☒ Behavior Modifications
____ Parent Conference
____ Community Service (Food Pantry)
____ Peer Tutoring
____ Phone Documentation
____ ☒ Career/Practical Living/Character Education
____ ☒ Instruction based on KY Core Content
____ ☒ Open Response / On Demand Writing
____ Learning Modifications
____ STARS Suite Online Curriculum
____ Novel
____ High School Prep.
____ Test Pack
____ GED Duo
____ Weekly Academic Progress Reports

____ Star Reading / Math
____ A+ PLUS
____ Read & Write Gold
____ Rubrics
____ ☒ Portfolio Writing
____ KET Encyclopedia
____ Pre-GED/GED (Adult Ed.)
____ SRA ____ DISTAR ____ Teenbiz.com
____ ☒ IPI IPLA IPI Update (Refer to ITP)
____ IEP
____ ILP
____ Plan/Explore Results
____ ☒ Kentucky Core Content Check off List
____ Records Review (CATS testing, Plan, Explore, etc.)
____ ☒ Instruction based upon Learning Styles & Career Scope Results (Differentiated Inst.)
____ Anecdotal Notes
____ CTECH

During Academic Placement

____ IEP (If applicable)
____ ☒ IPI IPLA
____ ILP
____ IEP Meeting (if applicable)
____ IPI Meeting (IPI update-Refer to ITP)
____ ☒ Treatment Team Meeting
____ ☒ 60 Day Reviews
____ IPI update (Reassessment of student's academic goals/objectives)
____ Weekly Academic Progress Reports
____ TeenBiz.com (Lexile Level Set/Grade Equivalent Reading Based Instruction)
____ STAR Math/Reading (every 9 weeks)

N/A Community Resources / Vocational Referrals (circle)

Vocational / Technical School
Military / ASVAB
Educational Opportunities
Hands Program
GED / Adult Learning
Job Corps
Field Trips
Guest Speakers
Unite Club
KIP School Surveys
Youth Risk Surveys
Corbin Community Backpack Club
UNITE
Angle Tree
Corbin Youth Services

During Treatment

- ☒ Weekly Progress Notes
- ☒ Records Review
- ☒ ITP Meeting/Development
- ☒ Individual Counseling
- ☒ Group Counseling (circle)

Goals

~~Life Skills Development~~

~~Anger Management~~

~~Substance Abuse~~

~~Psycho-educational~~

- ☒ Family Meetings/ Counseling
- ☒ Drug Screens (Furlough)
- ☒ Modeling
- ☒ Behavior Management

- ☒ Treatment Teams
- ☒ 60-Day Reviews (30-day)
- ☐ Court Reports
- ☐ Meetings /Community Agencies
- ☒ Mentoring
- ☐ Corbin Youth Services
- ☐ Transition Meeting
- ☐ Seven Challenges
- ☐ Path Program
- ☐ Unite Club
- ☐ Youth Rise Surveys
- ☐ KIP School Surveys
- ☐ IPI update (Refer to ITP)

Health/Mental Health

- ☒ Immunizations (current)
- ☐ Referral for Mental Health/Physical Health (circle)
 - IMPACT
 - IMPACT PLUS
 - Whitley County Juvenile Drug Court
 - DCBS
 - UNITE
 - Unite Club
 - Independent Living
 - Cumberland River Comprehensive Care Center
 - Trillium Center
 - Out Patient Counseling
 - ASPIRE Program (Partial Hospitalization)
 - Rivendell
 - The Ridge
 - Seven Challenges
 - Intensive In-Home Services
 - Diversion Drug Court

On Exit

- ☒ TABE 9-11-18
- ☐ MAPS
- ☒ Transition Meeting 9-12-18
- ☐ Star Reading / Math
- ☒ GED Referral or Completion discussion
- ☐ IPI Update
- ☐ Teenbiz.com (Lexile exit score)

Summary of Transition Meeting:

~~John~~ has an academic strength in asking for help/support as appropriate. He needs improvement w/ remaining on-task as he frequently re-directed.

It would be helpful for him to receive visual checks so he does not finish an entire assignment & then get frustrated that he completed them incorrectly. He would benefit from a highly structured environment & receive preferential seating. He positively responds to praise.


Signature

Follow Up Services

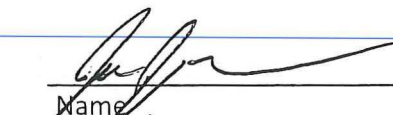

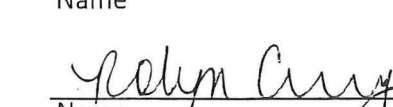



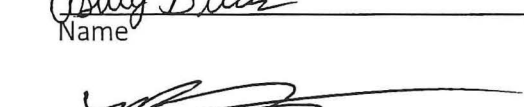

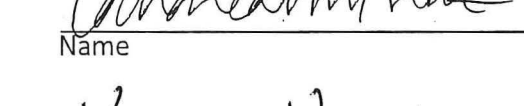
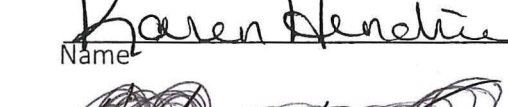
____ Weekly Phone contact X 4 weeks (During 20-day transition period)

Number	Contact Person	Date	Person Contacted	Still In School	Discipline Reports	Adjudicated of any new offenses
1 502- 429- 3354	Gibson Togundy					
2						
3						
4						

Notes regarding follow up contacts:

TRANSITION MEETING

The following individuals participated in the Transition Meeting for the date listed.

	YW	12 Sept 2018
Name	Title / Relationship	Date
	RN	9/12/18
Name	Title / Relationship	Date
	SPED Teacher	9/12/18
Name	Title / Relationship	Date
	TX Director	9/12/18
Name	Title / Relationship	Date
	YU	9-12-18
Name	Title / Relationship	Date
	YWI	9-12-18
Name	Title / Relationship	Date
	YU	9-12-18
Name	Title / Relationship	Date
	SGI counselor	9/12/18
Name	Title / Relationship	Date
	Principal	9-12-18
Name	Title / Relationship	Date
	Student	9-12-18
Name	Title / Relationship	Date