

MENIFEE COUNTY SCHOOL DISTRICT

TIM SPENCER, SUPERINTENDENT

APRIL KDE MEETING

ACTION PLAN UPDATE

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1. Status Update

The Menifee County School District has a current cash balance of \$1,701,323. The current working budget has a 6.00% contingency.

We are excited to have students return to 4 days of in-person classes on Monday, March 8th for all grade levels. The number of COVID-19 cases in the county over the past couple of weeks have been on the decline; in addition, approximately 65% of all staff members received COVID-19 vaccinations. As the numbers in the county continue to decline and the number of vaccinations increase throughout the county, we expect to return to 5 days of in-person learning after April 6th, as well as offer virtual learning as an option to our students. We are anticipating that 75% of our students will return to in-person learning for the remainder of the school year after this date.

Due to the improvements and accomplishments of our district under the leadership of our superintendent, Mr. Tim Spencer was named KEDC Superintendent of the Year. In addition, he was recognized by Morehead State University in their Alumni Spotlight. Great things are happening in Menifee.

District support continues for school turnaround as outlined within the Comprehensive District Improvement Plan (CDIP). During the 2018-2019 school year, the district established the following Horizon Goals (Desired State following the 2018 KDE audit and Advanced Ed Diagnostic Review):

- All instructional and operational systems aligned with the Key Core Work Processes
- 80% of students at or above grade level in Grades K-8 (i-Ready)
- 80% of students on-level for Grades 9-12 (ACT Mastery)
- 95% Graduation Rate
- 90% Transition Ready Rate
- High-Quality, Rigorous Instruction
- High-Quality Teachers and Teaching

- High-Quality Student Support Services
- Effective collaboration between schools and district
- A culture of continuous improvement where all systems are monitored and evaluated for effectiveness and consistency.

The new school construction continues to progress rapidly towards completion, with a move date in June 2021. Menifee Central will serve the needs of all students, kindergarten through eighth grade. Staff, students and our community are excited to see our progress as we post to media outlets.

We are in the initial stages of planning summer programming and determining the needs of our students with the utilization of our ESSER/CARES Act funding. We have titled our summer programming as “Accelerate to Elevate- It’s All About the Climb.”

2. Action Strategies - Completion



The KDE Management Audit found a number of improvement priorities within the district. Specific 30-60-90 day plans have been created utilizing the management report and PDSA (Plan, Do, Study, Act) model provided by KDE to guide the improvement process.

- **Finance:**

The District Finance Officer continues to present a cash flow projection that informs board members of an accurate picture of what the district financial position will be at the end of each month.

The finance department has conducted a needs assessment meeting for each school and department to help in preparing a tentative budget for 2021/2022 school year and preparing ESSER Funding and Site Based Decision Making Allocations for the upcoming school year.

- **Governance:**

Menifee County School District is monitoring implementation of district and school level improvement plans through 30-60-90s during Central Office Leadership Accountability (COLA) weekly meetings. Through the 30-60-90 day plans critical initiatives, federal programs, and other activities are monitored according to the five accountability indicators determined by the Kentucky Department of Education Office of Assessment and Accountability. The use of our Quarterly Report for data collection continues to be utilized to measure impact on student learning.

The Superintendent will be conducting end year site reviews with two school principals, as well as with district administrators as part the *Professional Growth*

and Effectiveness System and provided feedback on established Professional Growth Goals and reviewed the educational leadership standards with all administrators.

Attendance:

The Director of Support Services reviews participation and attendance weekly. The YTD virtual participation rate is 96.9%. Menifee County has transitioned back to the hybrid model with 57% of students currently returning to school in person. Students in Kindergarten through 5th grades attend in person classes 4 days per week, while middle and high school students attend 2 days per week and will begin attending 4 days per week on March 8th. The current student enrollment in Menifee County is 985.

Curriculum/Assessment/Instruction:

In order to address MTSS in the district, the ABRI consultant currently supports the district through professional learning opportunities and data collection with analysis throughout the school year. Due to Covid-19, the focus this year has been on monitoring the mental health and wellness of students. Schools have in place daily check-ins for students. Students who fail to check-in or participate in class activities are referred to administration and identified for home visits.

The Striving Readers Comprehensive Literacy (SRCL) grant continues to support literacy in children, including those with limited-English-proficiency and those with disabilities, from birth to grade 12. Funding has increased opportunities for the district to provide additional higher quality professional development. The Literacy Plan has allowed Menifee County to become a National Boards Site that allows teachers to work on their national board certification; there are currently 10 teachers working on their national boards. This year, another teacher received her National Board Certification so currently there are 5 Nationally Certified Teachers to support this work, as well as five additional candidates currently working on their portfolios. Other professional learning opportunities will focus on Foundational Reading Skills (Phonics and Phonemic Awareness) Guided Reading, Kentucky Reading Project, and READY for Kindergarten. SRCL has also supported the funding for a phonics expert, Beth Comer who works with the district to provide phonics professional learning. She is also supporting our instructional coaches in the development of a phonics monitoring instrument.

The 21st Century grant has hired two full time National Board Teachers with our approved daytime waiver. These teachers provide both in person and virtual support to enrolled 21st Century students. The Continuation Progress Report is currently being written and will be submitted prior to the March 31st deadline. District Directors, principals, and additional stakeholders have begun planning

for summer programming and how best to leverage 21st Century funds, along with ESSER to strengthen direct services provided to students.

The Director of High-Quality Teachers, Director of High-Quality Instructional Systems and instructional coaches continue to support professional learning as determined by the district needs assessment, with a focus on primary and phonics instruction (see above). Walkthrough documents have been developed in consultation with Beth Comer in order to better monitor phonics instruction and provide specific feedback to teachers. The district also continues to utilize Fridays for targeted services, PLCs and supporting K-12 teachers with additional PD to support virtual learning. This provides an opportunity to embed professional learning in practical application relative to our unique circumstances due to Covid-19. Grade level (K-5) and content area/grade level (6-12) team PLCS have become opportunities for teachers to observe and revise the units as needed.

Instructional coaches, principals and district staff continue to monitor instruction using a walkthrough instrument specifically designed for virtual learning and aligned to district initiatives. The Instructional Team is currently completing a book study using the text, Standards Based Grading for School Leaders, and collaborating with our primary teachers to make a shift to standards based grading in our kindergarten classrooms.

Based on feedback collected by our technology needs assessment survey Level One Google Certification professional learning for all K-12 certified staff has been scheduled for March. At the conclusion of this training, teachers will have the opportunity to complete their Google Level One Certification exam. Upgraded teacher laptops needed to support remote learning have also been purchased and are currently being rolled out to teachers based on a prioritized list developed from survey results, as well as the technology replacement plan.

District ACT testing took place for all sophomore students on March 2nd. Kindergarten through 10th grade students are currently in the CASE 21 Comprehensive Interim assessment window. This data will be used to determine curriculum and instructional needs of students in the last quarter of the 2020-21 school year, as well as provide data for planning of summer school. Administrative Code and Inclusion training has been provided to all K-12 certified staff and the Assessment Team (DAC, BACs) are completing all KDE Assessment released virtual trainings.

3. Action Strategies - Deficiencies

i The Menifee County School District participated in a Consolidated Monitoring Visit from KDE January 19-21 in the following areas:

- Title I, II, IV, and V
- CTE
- IDEA
- Alternative Programs
- Gifted and Talented

All programs received guidance for ensuring that GMAP and MUNIS budgets were monitored throughout the year in order to keep budgets aligned. KDE stated that this guidance had not gone out to districts. This issue has been addressed by the district finance department and all GMAP budgets and MUNIS reports have now been revised and approved by KDE. Title I received 4 findings related to parental involvement, homeless students, foster students and ELL students that will be addressed between now and the 21-22 school year. Title II had one finding that was addressed with a letter head revision in order to specifically name the Title II program which officially closed the report. No reports have been received for the Title IV or V programs. Gifted and Talented received a CAP in 2 areas: Publicly Available GT Policies and Procedures and Evidence and Eligibility. The GT Coordinator has met with KDE Team Lead and developed a timeline for addressing findings. The GT Coordinator has developed a 30-60-90 day plan with action steps to address findings.

The Department of Personalized Learning has continued to focus on compliance of Due Process policies and procedures, as well progress monitoring. All special education staff have participated in District Wide Special Education PLC/Cadres throughout the year and have participated in various professional developments over the past several years.

The special education department participated in a KDE IDEA Consolidated Monitoring visit on January 19 - 21, 2021. According to the report, Menifee County Schools were described as a nurturing and supportive school district culture. During the virtual monitoring visit, strengths were identified in addition to areas for growth. It was reported that positive school cultures were observed and communicated during discussions with staff and administrators during virtual interviews. Staff and faculty relationships and engagement levels were observed to be strong and focused on student growth.

Along with the areas of strength, areas of growth were identified. A data analysis was conducted of the final report and the major areas of growth dealt with proper development of the Present Levels of Academic Achievement and Functional Performance. A root cause analysis meeting is scheduled for 03/12/21 with special education staff and KEDC representatives which will be used as a guide in developing correct actions and next steps.

The secondary special education teachers are still focusing on improving post-secondary transitions for all students. Effective ways to incorporate the Career

Navigation/Employment Specialist transition services are a main focus. All student specific errors for the indicator 13 student specific corrective action plan have been completed and ready to be submitted. This student specific due process folder was reviewed for the consolidated monitoring visit and found compliant and will be submitted for the indicator 13 CAP by 03/10/21.

CTE monitoring visit results indicated that the district provided all required documentation to the audit team, with no findings to indicate the district had not administered the use of Perkins funds and accountability records in accordance with the laws, rules, and regulations. Recommendations from the audit included the need to spend Perkins funds in a timely manner, with 75% of funds being spent by March 1 annually. The district met all requirements for CTE Advisory Councils and Career Pathways were in “great shape”, following best practices. MCHS schedule will be reviewed for the 21-22 school year, in order to address concerns identified by the team for an incomplete pathway in Teaching and Learning. Current protocols for Career Readiness Accountability Data will be reviewed by the CTE Admin Team against recommendations from the monitoring feedback to ensure protocol is up to date and fully meets recommendations from the findings.

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4. Action Strategies – Additions

- i** While all components of the KDE Management Audit will continue to be addressed through the PDSA and 30/60/90 day work, a continued focus will be placed on curriculum/assessment/instruction to ensure that student achievement and transition readiness are top priorities.

The Menifee School District has recently developed a newsletter to promote numerous activities occurring in the county. This newsletter has been designed to share important information with school staff and the community of Menifee County. Our goal is to keep our community better informed about the progress of current initiatives in the school district.

[Menifee District Newsletter- Telling Our Story](#)