

Finance Department Highlights - February

<p>Director Comments</p>	<p>We are continually making progress on several fronts with electronic processes and efficiencies. New HR/Finance software is being implemented and we are starting to see the fruits of our labor over the past several months.</p>
<p>Operational Updates</p>	<p>Red Rover is working well for our Absence and Sub Management. We're working through our first payroll with reports from Red Rover. We are working on the digital timesheet implementation over the next month to test in March.</p> <p>We have implemented Tyler Content Manager (digital storage). We are still learning and testing things, but this is housing copies of our AP checks/invoices/POs rather than printing/storing in a file cabinet. TCM is also the backbone to our current implementation process of Employee Access, where employees will be able to view online paystubs and tax documentation. We hope to have that finalized by the end of the month with rollout district wide in March.</p>
<p>Staffing Training/ Updates</p>	<p>Director is attending UK's School Finance Management Institute for certification and several other Finance Officer related trainings. We are looking for other opportunities for Finance staff to obtain more training hours beyond learning the changes we are implementing.</p>
<p>Collaboration</p>	<p>We continue to work very closely with HR on potential reorganization of duties and efficiency in Munis.</p> <p>I have visited with principals/bookkeepers and will continue to do so monthly to keep open lines of communication.</p>
<p>Upcoming Priorities</p>	<p>Continue enhancing electronic/digital processes beyond Central Office, specifically with our bookkeepers and other directors.</p> <p>Continue working on budgetary items in preparation of the Tentative Budget in May.</p>

Student Learning

7 Days of NTI at the Elementary level, schools have met with teachers to review pacing to stay on track.

The District Surveyed teachers regarding Professional learning for the 2026-2027 school year. 85 teachers responded and provided insight for our planning.

EHS Will be taking the MAP assessment for the second time at the end of February. This will allow for us to measure growth from the baseline.

Academic Updates

Progress Toward EIS Goals

Elizabethtown Independent schools receive the Read to Achieve Grant that will provide 420,000 dollars over two years to support early literacy and intervention at Panther Academy, Morningside and Helmwood Heights Elementary. This money will support training for intervention as well as delivery of our core HQIR in Reading.

The University of Delaware continues to provide support in our K-5 classrooms for Bookworms HQIR.

The District has completed the pilot phase of UFLI and has determined that the positive impact on assessment and response from participants has led to the determination to adopt UFLI as our foundational skills HQIR. This adoption will be supported by the RTA grant.

The ELA department at TK Stone conducted lesson internalization with school and district leaders during NTI. This is designed to help strengthen our knowledge of the HMH ELA resource so that we can fully support implementation.

We have met with the High School ELA department and are continuing the curriculum adoption process. We have set a target goal of May to make a determination about adoption of a program for the 26-27 school year.

The district has begun planning a professional learning cycle for the 26-27 school year designed to meet our goals as a district and creating a coherent process that includes; Professional Development, Professional Learning, Curriculum Based Professional Learning, Early Release Days, Professional

	Learning Communities and faculty meetings.
Upcoming Events & Additional Information	Phase 4 School Diagnostics due May 1 – includes Professional Development Plan. RTA Grant Notification for Elementary Schools – early February. District Writing Plan Task Force – Initial Meeting on March 4th with building level leadership. Portrait of a Panther initiative is moving forward.

Personnel Highlights - Feb 2026

❖ Currently transitioning to Tyler (MUNIS) Content Manager, just starting to develop Employee Access. Next steps are to begin implementation for Time keeping in Red Rover.

Operational Updates

- The transition from SmartFind Express and Applicant Tracking (PowerSchools) to Red Rover was fairly smooth. The Finance and Personnel departments have worked together well to make it happen with a short turnaround. Most staff seem to utilize the product easily. Next steps are to begin implementation for Time keeping in February.
- We are just beginning to utilize more Tyler features (MUNIS) in order to provide electronic paystubs and W-2s in the 2026-27 school year as well as to maintain our employee records. We began with Content Manager in late January and Employee Access the first week of February. These are basic employee expectations that we will be able to provide our employees.
- ExCEL candidates have submitted their applications for review and scoring. Two rounds of classroom observations (one scheduled and one unscheduled) will begin in early February and should be completed by mid to late February. We bring in 3 to 4 administrators from various districts to score these observations. Once completed, the candidates will be interviewed by a panel of former EIS administrators and past ExCEL winners.
- Attended the Annual **Personnel Essentials** training offered by KASA - this provides a refresher/update on the legal responsibilities and requirements of districts for HR managers as we embark on a new hiring season for the 2026-27 school year.

Staffing Updates

Please see the Board Personnel Report

Staff Recognition

- Ellen O'Brien - District, Bus Driver
- Nina Hamler - Panther Academy, Instructional Assistant
- Jessica Whitlock - Helmwood Heights Elementary, Math Interventionist
- Heather Embry - Morningside Elementary, Instructional Assistant
- Jasmine Valentine - T.K. Stone Middle - Science Teacher
- William Fritz - Elizabethtown High, Social Studies Teacher

Progress Toward EIS Goals

- Certified Staff Absences - this is a change in information due to the switch to Red Rover which tracks ALL absences, not just certified teachers.
 - January absences - 278 total (including classified and admin)
 - 142 filled, 30 unfilled, 106 no sub required
 - Fill rate - 79.08%
 - Currently, we have 3 certified employees on Family Medical Leave. Last year during this period, we had 4 vacancies and 1 teacher on FMLA

Upcoming Priorities

- *Attending Kentucky Women in Educational Leadership (KWEL) conference on Feb 19th-20th due to weather in late January.*
- *Nora will attend (for me since KWEL was rescheduled) KASHRM's Personnel Bootcamp at GRREC on February 19th - additionally training for school HR departments.*
- *Tentative staffing allocations are due to schools by March 1st and included in this month's agenda.*
- *Job Fair season starts in March with the WKU Job Fair on March 13 at GRREC.*
- *Co-presenting at Kentucky Association for School Administrators (KASA) for the Leadership Challenge March 26-27. All administrators except two have undergone the training. Samantha Henderson, Assistant Principal at Morningside Elementary will attend the March training.*

Special Programs

Current # of students with IEPs	396	Current # of English Language Learners	105
Current # of gifted students	420	Current # of students in Pre-K	81

Department Highlights

We are anxiously awaiting the results of our fiscal compliance monitoring from KDE. ACCESS testing has concluded. I would like to give a great deal of thanks to Casey Richards, Taleen Odabashian, and Alfredo Silva for their tireless work in ensuring all students were tested, even with the gap in instruction due to weather.

Operational Updates	Continued review of MTSS procedures and practices to enhance interventions across the district.
Staffing Updates	Continued praises to all of our team, for their tireless work in supporting all students and remaining compliant with state and federal legislation.
Collaboration	I have worked closely with the Superintendent, Asst. Superintendent, and Director of Student Services to ensure our systems and processes align to the work of others, and ensure our interventions and supports allow students to increase their ability to access the general education curriculum.
Progress Toward EIS Goals	We are continuing our work in ensuring our instruction in the special education setting and through co-teaching meets Kentucky Academic Standards. Staff are contributing a shared document to provide instructional resources for students with disabilities to enhance standards based instruction.
Upcoming Priorities	We will continue to find instructional resources that support access to the general education curriculum for students with disabilities.

Department of Technology - February 2026

Tickets 1-14-26 to 2-13-26	N/A (Due to weather, ticket statistics are not indicative of any ticketing pattern)	Average Daily Tickets 1-14-26 to 2-13-26	N/A
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Department Highlights

The district continues to advance key technology initiatives. The majority of staff have successfully transitioned to Rapid Identity, enabling features such as self service password resets and secure off campus recovery options. This proved to be quite useful during the weather event this month. Behind the scenes, we are continuing to optimize the security camera servers to provide better service and higher levels of security and redundancy. We are also taking steps to remove older server equipment to condense the operating area of the primary data center. The technology team has also prepared classroom technology for the newly renovated wing at TK Stone. These updates strengthen district security, improve system accessibility, and support high quality learning environments.

Operational Updates	Several generations of server equipment in the primary datacenter have been removed from our server racks, and we will soon be able to condense our 3-rack operation down to 1, primarily due to the move to cloud infrastructure within Google, Microsoft, and many educational resources.
Staffing Updates	No changes in staffing.
Collaboration	Collaboration between maintenance, operations, and technology has been key in completing the TKS addition work. The constant communication between departments have allowed our team to complete all technology-related work in the newly renovated areas with time to spare.
Progress Toward EIS Goals	Recent upgrades continue to align with district goals related to safety, modern learning spaces, and improved digital access. The Rapid Identity migration enhances account security and empowers users with greater independence through self service tools. Completed device installations at TKS support technology rich instruction and provide consistent connectivity for staff and students. These improvements contribute to long term readiness and sustainable growth in technology infrastructure.
Upcoming Priorities	Over the coming months, our team will be focusing our restructuring initiative on effective use of space. This includes continuing to condense our footprint within our main office, as well as finding ways to use our limited space across the district effectively.

Communications Department			
Important Data	We've climbed to more than 8.4K followers on Facebook in the last month.	Important Data	We've had 511.7K views on Facebook and 87.9 views on Instagram in the last 30 days, both well over last year.
Department Highlights			
<p>It's been a crazy time for the Communications Department. We haven't produced as much content as planned but Mother Nature had a way of changing plans. We were busy posting school closings for two weeks and informing TV and radio stations as well as the newspaper of our plans each day.</p>			
Operational Updates	<p>We've been working on a marketing campaign for the 2026-27 school year. This has been a major project as we look for even better ways to tell our story. The campaign focuses on three groups - teachers (Inspire), students (Ignite) and our community (Include). This will have video stories and print stories.</p>		
Staffing Updates	<p>We haven't added anyone to the department.</p>		
Collaboration	<p>The Communications Department worked closely with Superintendent Mullins and Travis Gay when the storm hit. We were in constant contact as decisions on school were made. The school closings posts were some of most viewed and shared posts of the school year. We also continue to work with Derisa Hindle on teacher awards.</p>		
Progress Toward EIS Goals	<p>The Communications Department has studied our numbers closely this year. On Facebook, we have had 3.5M views, 56.6K content interactions and 179.9K visits, while adding nearly 1,000 followers. On Instagram, we have had 1.2M views, 40K reach, 21.4K content interactions and 21.4K visits this school year.</p>		
Upcoming Priorities	<p>The Communications Department will be focused on helping the Elizabethtown Educational Foundation, the Distinguished Alumni Hall of Fame and the Athletic Hall of Fame this year. We are going to roll out a campaign for each one in the new year.</p>		

Transportation

Important Data	We transport approximately 1200 students daily on regular routes.	Important Data	Additional daily runs: 16 students to/from Larue County; 4 students to/from the Hospital (Project Search); 3 JROTC/Math from EHS to TKS; 27 students home from Panther Place
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Department Highlights

Operational Achievements & Implementation: We have successfully deployed a suite of technologies that streamline the driver experience and enhance student safety: **Turn-by-Turn Navigation (Wayfinder):** We have **fully integrated** Wayfinder across our daily routes. This is a critical tool for retention, as it reduces the stress for new drivers and substitutes who may not be familiar with specific streets, allowing them to focus on the road and student safety. **Electronic Inspections (Zonar):** We have moved away from paper logs and **fully integrated** the electronic pre-trip and post-trip process through Zonar. This ensures verifiable compliance and immediate reporting of mechanical issues. **Real-Time Ridership:** We are currently **actively tracking real-time ridership** on select routes to gather data on capacity and utilization. **Current Pilots & Future Outlook:** Moving forward, we are expanding our capabilities to increase transparency for families and support our extracurricular activities: **Parent Communication (Stopfinder):** We have officially sent out email invites to parents/guardians **for Stopfinder**. This app will allow parents to track buses in real-time and receive alerts, significantly reducing call volume to the district office and increasing parental peace of mind. **Out-of-District Navigation:** We currently have two tablets for turn-by-turn navigation specifically for out-of-district trips (athletics and field trips), ensuring our drivers have professional-grade routing even when driving in unfamiliar territories. **Red Rover:** Absence, vacancy (and eventually time) tracking system to improve efficiency and communication within our department and with the Central Office. These integrations mark a significant shift in how EIS Transportation operates, prioritizing safety, data-driven decisions, and a supportive environment for our drivers.

Operational Updates	Turn by turn navigation is fully operational on all routes through Wayfinder. Our substitute drivers have all been impressed with the system. It has greatly improved the ease of the route and the safety for everyone involved. Stopfinder invites have been sent out to parents/guardians. Student ridership has been implemented on the Special Needs Routes (driver entering the data). Continued work on integrating the student ridership cards for all others. We now have a turn by turn navigation system for field trips and out of district trips.
Staffing Updates	A driver that retired in Jan. 2025 returned to a full time position Jan. 2026. We have one driver that just now obtained his CDL and is ready to go. We are now short two full time drivers. We have one currently in training for a full time position and one in training for a substitute. We are always in need of substitute drivers.
Collaboration	Continued conversations around improving communication in the areas of student transportation changes, bus changes/delays and field trip communication and scheduling. Working with District Technology and Nutrition Services for possible student ID badges that will have multiple uses to include bus ridership.
Progress Toward EIS Goals	Transportation continues to advance systems and processes to support our students, families and district.
Upcoming Priorities	We are working to be more safe, efficient and progressive. We want the best experience for all of those that are impacted by our transportation department. We rolled out Stopfinder, our communication and real time tracking application to parents and guardians during the week of 1/19/26. Once we are back to in-person learning, we will prioritize successful implementation. Red Rover (absence and vacancy tracking system) has been implemented and training has been provided.

Nutrition Services

Important Data	<u>DC information:</u> Free & Reduced: 43.76% Paid: 56.24%	Important Data	<u>January 2026 Participation:</u> Breakfast - 51% Lunch - 73% 13,612 Breakfasts Served 22,052 Lunches Served
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Department Highlights

January hit our department hard as we only had 12 service days to gain reimbursement. This can be crippling to Nutrition Services departments and we are unfortunately one of many districts across the state dealing with that. Of course, the weather is definitely out of our hands so we will work hard to rebound in coming months.

Operational Updates	<p>Annual On-Site Monitor reviews are completed at all 4 cafeteria sites. Although findings were detected at points, overall our cafeteria staff are doing a great job day in and day out. The findings that we had were either corrected on the spot or we coached the team and retrained. Morningside/TKS will have a follow up review on 2/18 to address some findings and I am confident that they will do great.</p> <p>Purchased a new 16 seat table for MES/TKS from C&T Design and we are awaiting it's arrival. In the meantime, we borrowed some folding tables and chairs from EHS to provide seating for the students.</p>
Staffing Updates	<p>We currently have one vacancy at EHS. The position has been offered and we are awaiting the candidate to get through the pre-hire processes. We also hired a 2 hour Monitor for Panther Academy. We have 29 active employees in Nutrition Services. This number includes Director and Asst. Director.</p>
Collaboration	
Progress Toward EIS Goals	
Upcoming Priorities	<p>-National School Breakfast Week will be the first week of March and we have some new and exciting menu options for students to try!</p> <p>-Summer feeding training takes place this month to prepare for Summer 2026.</p>

Elizabethtown High School

Enrollment	745	Average Daily Attendance	93.1%
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School Highlights

We are proud to celebrate the outstanding achievements of our Panthers. This past fall, our school has been recognized as a US News and World Report Gold Status High School, which is the highest distinction possible by US News and World Report. We also were listed at the 7th highest performing high school on last year's state accountability, which is a testament to the quality of teachers and students we have at Elizabethtown High School.

In January, EHS was recognized as a College Board Advanced Placement Honor Roll School, a distinction that is not given lightly. This award is given to schools who have high numbers of students who complete AP courses/exams and high exam pass rates.

At Elizabethtown High School, we remain fully committed to ensuring every learner receives a world-class education each and every day. We will continue to push forward, uphold our high standards, and honor the Tradition of Excellence that defines EHS.

Academic Updates	<ol style="list-style-type: none"> 1. We will be transitioning to a 7 period day at EHS for 2026-27. 2. Scheduling meetings begin in March. 3. 11th grade SAT is March 10th
Staffing Updates	<p>EHS will be posting a full time Chemistry position. Other postings: Softball Assistant Coach</p>
Community & Family Engagement	<p>All after-school events are posted on Eventlink, and athletic schedules can be found on the KHSAA website. Our social media accounts also list important events for our stakeholders to know.</p>
Progress Toward EIS Goals	<p>As we analyze KSA data, we feel confident our trajectory is moving upwards as a school. Our MAP and SAT practice work shows we are improving students towards mastery everyday.</p>

**Upcoming
Events &
Additional
Information**

- *EHS will host the 17th District Boys Basketball Tournament this year.*
- *The girls 17th District Tournament will be hosted at John Hardin HS.*
- *Snowball Feb 21st*

TK Stone Middle School

Enrollment	537	Average Daily Attendance	94.12%
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School Highlights

Our 6th grade Future Problem Solving Team qualified for state competition. The team includes Addison Gruber, Lily Kate Lynch, Charlie Sallie, and Melody Witten.

The following students participated in Regional Competition: Laura Gruber (Written Composition), Addilynn Thorn (Social Studies), Noelle Michael (Mathematics) and Areesha Jahan (Social Studies and Arts & Humanities).

Academic Updates	NTI was successful. Teachers had a high percentage of students participating in optional Google Meets. Students completed coursework. Pacing Guides were adjusted in PLC's, and no department reported any issues with finishing content before KSA.
Staffing Updates	Football Coaching Position Open
Community & Family Engagement	February 20th 8th grade will take a tour of EHS CTE programs. We have had guest speakers in FCA, SOS, and HOSA. Mrs. Weaver's Medical Detective Class will participate in a Health and Medical Fair (rescheduled due to weather).
Progress Toward EIS Goals	ELA teachers participated in HMH lesson internalization activities and are scheduling classroom observations with district and school administrators.
Upcoming Events & Additional Information	February 14: Academic Tea at Regional Governors Cup February 20: 8th Grade CTE trip to EHS March 1-3: State BETA Convention in Louisville March 9: FRYSC with Abound Credit Union in K. Thomas' class for Financial Literacy Lesson

Helmwood Heights

Enrollment - 453

Average Daily
Attendance - 96.8

School Highlights

- *School is back is a highlight! After 2 weeks off. Kids were excited!*

Academic Updates

- *Teachers this week have hit the ground running after missing two weeks.*
- *Met with all PLCs and planned out when we can make up the lost time - we have a solid plan in place*
- *We have a ESS plan in place for the next couple of months.*

Staffing Updates

- *We have had a few teachers participate in behavior PD's at GRECC*

Community & Family Engagement

- *PTO served our staff deserts*
- *We had our Awards Night before the snowstorm. Recognized 80 current students who achieved proficient/distinguished on the state test*

Progress Toward EIS Goals

- *Allie Yates and myself have devised a ESS plan similar to the one we used last year. We will be focusing on students in grades 3-5 who are border line apprentice/proficient and proficient/distinguished for Extended School Services. We will run the program 2 times a week for 10 weeks.*

Upcoming Events & Additional Information

- *Volleyball Games*
- *2nd Grade Performance Night - Next Month*

Morningside Elementary

Enrollment

474

Average Daily
Attendance

School Highlights

- Each day that we have been on NTI, we have had additional activities for students so they can practice reading and math skills. If they pass an iReady reading or math lesson they can earn additional house points. They can also create a Blooket Principal Challenge; these are different for each grade level and usually focus on basic math or reading skills.
- We asked students to submit pictures of them playing in the snow and were able to share that with families; it was fun to see our students outside the school setting.

Academic Updates

- Our 3rd & 4th graders have participated in their first KSA reading scrimmage. The teams have analyzed the results to determine where students struggled. We are working with students in small groups to improve their written responses.
- Our special education classes have started utilizing UFLI for reading instruction. They are using an adaptive version of the materials to meet their students' needs.

Staffing Updates

- None

Community & Family Engagement

- Our House of Black is based on the character trait of being a giver. They sponsored a school wide activity of making thank you cards for members of our community-hospital workers, police, fire fighters, and paramedics. We had a large number of students participate.
- This month, the Red house is sponsoring an activity where students will make a painted rock at home and we will create a friendship garden at school.

Progress Toward EIS Goals

- We have utilized Title I funds to purchase small mirrors for our 2nd grade classes to use during UFLI time so that students can see how to make the sounds.
- We are meeting with Bookworms' consultants in PLCs in February to work on learning more about the ELA portion of this curriculum and how to successfully implement it.

Upcoming Events & Additional Information

- Book Fair 2/23-2/27
- Family Stuffie Night 2/24 4:00-6:00

Panther Academy

Enrollment

PS - 75
K - 183

Average Daily
Attendance

91%

School Highlights

Kindergarten students celebrated their 100th day of school virtually for the first time in our history on February 3. They had an inperson celebration on their first day back from NTI on February 9.

Academic Updates

Teachers continue to review data in ESGI and iReady to help close achievement gaps for all learners as quickly as possible.

Staffing Updates

Kindergarten staff participated in coaching Bookworms coaching with Tammy Steele from the University of Delaware. She shared with them the lesson internalization process to help successfully implement ELA lessons.

Community & Family Engagement

The week of February 9, we hosted the spring Scholastic Book Fair. On February 10, we hosted our spring Title 1 event entitled Get Moving and Game On. In addition to allowing families to have quality time tother, they were able to compete in friendly Olympic themed activities in the gym and board games in the cafeteria. We offered healthy snack options.

Progress Toward EIS Goals

The teachers continue to review and revise lessons based on the feedback and coaching they've received throughout this school year.

Upcoming Events & Additional Information