



Comprehensive District Improvement Plan

Lee County School District

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Introduction

The process of Improvement Planning in Kentucky is used as the means of determining how schools and districts will plan to ensure that students reach proficiency and beyond by 2014. The process focuses school and district improvement efforts on student needs by bringing together all stakeholders to plan for improvement, by focusing planning efforts on priority needs and closing achievement gaps between subgroups of students, by building upon school and district capacity for high quality planning, and by making connections between the funds that flow into the district and the priority needs in schools. Your school's plans for improvement must be based on careful and honest analysis of data, address all content areas, and clearly address gaps in student achievement.

Executive Summary

Introduction

Every school system has its own story to tell. The context in which teaching and learning takes place influences the processes and procedures by which the school system makes decisions around curriculum, instruction, and assessment. The context also impacts the way a school system stays faithful to its vision. Many factors contribute to the overall narrative such as an identification of stakeholders, a description of stakeholder engagement, the trends and issues affecting the school system, and the kinds of programs and services that a school system implements to support student learning.

 The purpose of the Executive Summary (ES) is to provide a school system with an opportunity to describe in narrative form the strengths and challenges it encounters. By doing so, the public and members of the community will have a more complete picture of how the school system perceives itself and the process of self-reflection for continuous improvement. This summary is structured for the school system to reflect on how it provides teaching and learning on a day to day basis.

Description of the School System

Describe the school system's size, community/communities, location, and changes it has experienced in the last three years. Include demographic information about the students, staff, and community at large. What unique features and challenges are associated with the community/communities the school system serves?

The Lee County School District is a small, rural system located in the foothills of eastern Kentucky. The district consists of two elementary, one middle and a high school. Lee County Area Technology Center, which is located adjacent to Lee County High School, serves Lee, Owsley, and Wolfe County Schools and is an integral part of our school system. Lee County School District is the largest employer in our county. 100% of our students receive free meals. Lee County Schools have a declining enrollment due to many people leaving the county to secure employment. Enrollment has decreased from 1,133 in 2011 to 1054 in 2013-14 resulting in a decrease in SEEK funding and reduction in staff. Currently, Lee County School's employs 76 full-time certified staff and 78 full-time classified staff.

Lee County has a declining population in 2013 of 7,706 which is down from 7,887 in 2010. The primary access to Beattyville/Lee County is the Bert Combs Mountain Parkway. Isolated by lack of major roads, Lee County has minimal industrial or business employment opportunities. The median household income for Lee County in 2011 is \$24,770 with 44.5% children living in poverty. Unemployment rate for 2011 is 12.4%. Only 50.9% of our population age 25+ is a high school graduate and 6.3% has a bachelor's degree or higher. Despite these problems, Lee County is situated in a beautiful mountainous terrain with an excellent community support base. Although faced with challenges we don't use these factors as excuses. It's our responsibility to educate our students.

System's Purpose

Provide the school system's purpose statement and ancillary content such as mission, vision, values, and/or beliefs. Describe how the school system embodies its purpose through its program offerings and expectations for students.

Lee County Schools Mission Statement:

Mission: The mission of Lee County Schools is to foster trust, growth, and accountability in partnership with students, staff, parents, and the community.

Vision: Lee County Schools, creating a successful future one student at a time.

Beliefs:

Every student will be provided a safe and secure learning environment.

Student needs will drive school decision-making.

Home, school, and community share responsibility for the education of all learners.

Business, community, parents, and schools will set and expect high standards for all learners.

Lee County Schools have always been at the forefront in innovative programs and practices. Currently we are recognized as being a proficient high progressing school district. Our schools have been involved in Reading Recovery, Read to Achieve and Singapore Math. We are currently piloting the Gates Integration Grant work and both the teacher, principal and superintendent Professional Growth Evaluation System. For the past two years we have collaborated with other districts for distance learning opportunities, with area colleges for dual credit courses and new teacher and aspiring leaders mentoring, and with Microsoft through the TEALS project. Credit Recovery is provided as needed for Lee County High School students to help student success. Schools are involved in such programs as WIN Learn and various reading/math interventions. The GEAR UP program with Berea College has been a valuable asset to our staff and students. Academic coaches are provided to schools whenever financially possible. We are currently working to vertically and horizontally align our curriculum K-12 in the common core standards. We have also adopted the new dropout age of 18 believing this to be what's best for our students and community.

Notable Achievements and Areas of Improvement

Describe the school system's notable achievements and areas of improvement in the last three years. Additionally, describe areas for improvement that the school system is striving to achieve in the next three years.

Notable Achievements: The release of the 2012-2013 state assessment indicates that all Lee County Schools made significant gains during the 2012-2013 school year. The District improved from the 32nd percentile in 2011-12 to the 84th percentile in 2012-13. Due to the large gain in scores, Lee County School District was classified as a proficient and high progress district. A high progress district is one that has met their current annual measurable objective established by Kentucky Department of Education, has met participation rate, graduation rate above 60 for the prior two years and has an improvement score indicating the district is in the top 10% of schools improving. Beattyville Elementary improved from the 62nd percentile in 2011-12 to 76th in 2012-13, Southside improved from the 14th percentile to 86th, Lee County Middle School from 24th to 62nd and Lee County High School 57th to 80th percentile. Lee County High School also improved their college and career readiness from 62.5 to 80.1 and graduation rate from 68.6 to 89.2. All staff are working on analyzing the current assessment data in order to pinpoint strengths/weaknesses, so they can continue to grow and make all students college and career ready when they graduate Lee County High School.

Lee County High School has implemented credit recovery classes during the school day to assist students that have failed a class(es) to get back on track to graduate with their class. Lee County has developed partnerships with Eastern Kentucky University, Morehead State University and Hazard Community and Technical College to provide dual credit classes for students who have met ACT benchmarks. Transition classes are available for students who have not met ACT benchmarks.

Teachers and administrators attend ISLN meetings in order to stay current with new and innovated strategies and techniques. Lee County Schools was a pilot program for PGES for teachers, principals and superintendent. We have developed a partnership with Asbury College and implementing a mentoring program for new teachers and aspiring leaders within the district. Lee County is accredited with AdvanceEd (Southern Association of Colleges and Schools) and is a pilot for the Gates Integration Grant, and GEAR UP. Lee County School District completed the Strategic Planning Pilot through KDE. The committee consisted of approximately 40 school staff, community, higher education, students and parents. During a series of meetings this group identified the district's vision and developed a Strategic Plan with goals and objectives to achieve the vision. Lee County Schools recently received an award from the Appalachian Regional Commission for the strategic planning process and community involvement. All schools have had safety assessments through Kentucky Center for School Safety, have completed 30/60/90 plans and report monthly at board meetings. A District TELL Survey Committee has been formed to analyze TELL Survey results and to develop an action to address weaknesses. A District Communication Plan has been developed and distributed to all stakeholders. The Superintendent conducts monthly Parent/Community Breakfasts in order to meet with parents to discuss concerns and to communicate district/school news.

Areas of Improvement: After analyzing state assessments all schools need to focus on reducing the novice rate in all areas. The percentage of students meeting benchmarks on ACT, PLAN, and EXPLORE are below the state average and need to increase. The TELL Survey indicates that teachers would like more flexibility with professional development, more input on budget issues, and more parental involvement.

Additional Information

Provide any additional information you would like to share with the public and community that were not prompted in the previous sections.

Lee County Schools strengths are our students, parents, staff and community. Working together, Lee County will continue to grow and once again become an outstanding school district soon reaching the top ten. We engage our staff to continually improve educational opportunities and actively pursue research based opportunities that will increase student achievement.

Lee County Comprehensive District Improvement Plan 2013-2014

Overview

Plan Name

Lee County Comprehensive District Improvement Plan 2013-2014

Plan Description

Lee County Comprehensive District Improvement Plan 2013-2014

Goals Summary

The following is a summary of the goals encompassed in this plan. The details for each goal are available in the next section.

#	Goal Name	Goal Details	Goal Type	Total Funding
1	All Lee County schools will increase the averaged combined reading and math K-Prep scores for elementary and middle schools students from 45.5% in 2013 to 69.0% in 2017.	Objectives: 1 Strategies: 1 Activities: 1	Organizational	\$500
2	Lee County will increase the average freshman graduation rate from 68.6% to 76.7% by 2015.	Objectives: 1 Strategies: 1 Activities: 1	Organizational	\$3700
3	Lee County will increase the percentage of students who are college and career ready from 51.3% to 64% by 2015 as measured by ACT, COMPASS, KYOTE, WORKKEYS, ASVAB, KOSSA And Industry Certificates.	Objectives: 1 Strategies: 1 Activities: 1	Organizational	\$20000
4	Lee County Schools will increase the averaged combined reading and math proficiency ratings for all students in the non-duplicated gap group from 36.3% in 2013 to 67.2% in 2017.	Objectives: 2 Strategies: 2 Activities: 3	Academic	\$5000

Goal 1: All Lee County schools will increase the averaged combined reading and math K-Prep scores for elementary and middle schools students from 45.5% in 2013 to 69.0% in 2017.

Measurable Objective 1:

collaborate to increase by 5.87% the average combined reading and math K-PREP scores annually for a total gain of 23.5% by 05/31/2017 as measured by K-PREP scores..

Strategy 1:

Curriculum Alignment - Teachers and principals will meet regularly at transition points to ensure a vertically aligned curriculum as well as a horizontally aligned curriculum.

Activity - Vertical and Horizontal Curriculum Alignment	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Teachers at all levels will meet regularly at transition points to collaborate on vertically aligning the curriculum. Horizontal alignment will be a regular activity is PLC's. Schools: All Schools	Professional Learning	08/06/2012	06/27/2014	\$500	District Funding	Instructional Supervisor, Principals and Academic Coaches

Goal 2: Lee County will increase the average freshman graduation rate from 68.6% to 76.7% by 2015.

Measurable Objective 1:

collaborate to increase the average freshman graduation rate by 9.0% by 05/31/2015 as measured by AFGR.

Strategy 1:

Credit Recovery - Students who have failed courses previously will participate in online credit recovery courses. Students will progress at their on pace. Progress will be monitored and student placements adjusted as needed.

Activity - Online self-guided credit recovery coursework	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Online self-guided credit recovery coursework with monitoring by a certified teacher Schools: Lee County High School	Direct Instruction	08/31/2012	05/31/2015	\$3700	Title I Part A	Principal, Counselor, Credit Recovery Teacher

Goal 3: Lee County will increase the percentage of students who are college and career ready from 51.3% to 64% by 2015 as measured by ACT, COMPASS, KYOTE, WORKKEYS, ASVAB, KOSSA And Industry Certificates.

Measurable Objective 1:

collaborate to increase college and career readiness by 12.7% annually by 05/31/2015 as measured by ACT, COMPASS, KYOTE, WORKKEYS,ASVAB, KOSSA AND Industry Certificates..

Strategy 1:

Communicate Importance of College/Career Readiness - Lee Co. High School will strongly emphasize the importance of college/career readiness for all students. Transition classes in English and math will be provided to help increase the percentage of students college/career ready. Intervention classes for lower grade levels will be available to at-risk students. Emphasis will be placed on CCR at all levels,as well as, efforts to increase attendance rates, celebrations, etc.

Activity - Senior Math/English/Reading Transition Courses	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Students not meeting the college benchmark scores on the ACAT will be placed in transitional courses until meeting the benchmarks on future assessments. Schools: Lee County High School	Direct Instruction	08/08/2012	05/31/2015	\$20000	District Funding	Principal, Counselor, Transition Teachers

Goal 4: Lee County Schools will increase the averaged combined reading and math proficiency ratings for all students in the non-duplicated gap group from 36.3% in 2013 to 67.2% in 2017.

Measurable Objective 1:

80% of Kindergarten, First, Second, Third, Fourth, Fifth, Sixth, Seventh, Eighth, Ninth, Tenth, Eleventh and Twelfth grade students will demonstrate a proficiency growth rate of 6.88% annually to achieve 67.7% in 2017 in English Language Arts by 05/31/2013 as measured by state assessments .

Strategy 1:

Math and Reading Interventions - All Lee County Schools will use research based best practices to assist students in reaching proficiency in reading/math.

Activity - Research Based Best Practices	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
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Comprehensive District Improvement Plan

Lee County School District

All schools will use research based activities based on continuous progress monitoring to promote student growth in reading/math. Schools: All Schools	Direct Instruction	08/08/2012	05/31/2013	\$0	No Funding Required	Principals, Coaches, Teachers, District Personnel
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Measurable Objective 2:

A 15% increase of All Students will demonstrate a proficiency on the Algebra II and English II in English Language Arts by 06/30/2015 as measured by end of course assessments..

Strategy 1:

Increase Teacher Efficacy and Impact - This strategy will impact the learning culture within the schools. It will include responses to the state TELL survey, recruiting and retaining highly qualified staff, and developing our teaching skills through the Kentucky Department of Education Teacher Professional Growth and Effectiveness System (TPGES).

Research Cited: Charlotte Danielson's work on Teacher Effectiveness.

Activity - Professional Development Selections Based on Data	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Professional development will be identified based on identified needs in the schools. Principals and teachers will continue to use data analysis to determine activities needed to improve school/teacher/student progress. District-wide PD initiatives will be determined with consultation of principals and teachers. Both group and individual needs will continue to be used to develop available PD activities. Schools: All Schools	Professional Learning	07/01/2013	06/30/2015	\$5000	Title I Part A	Principals, Individual Teachers, District PD Coordinator

Activity - TELL Survey Analysis and Working Environment Improvement	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Upon receipt of the school/district TELL survey results, each school and the district will analysis the responses and identify significant areas of concern. A district-wide committee will meet to analyze areas of concern and identified areas will be addressed and then the staff will be re-surveyed to determine growth or lack of growth in addressing work condition concerns. Schools: All Schools	Policy and Process	07/01/2013	06/30/2015	\$0	No Funding Required	Superintende nt, Principals, District TELL Committee, All Teachers

Activity Summary by Funding Source

Below is a breakdown of your activities by funding source

Title I Part A

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
Professional Development Selections Based on Data	Professional development will be identified based on identified needs in the schools. Principals and teachers will continue to use data analysis to determine activities needed to improve school/teacher/student progress. District-wide PD initiatives will be determined with consultation of principals and teachers. Both group and individual needs will continue to be used to develop available PD activities.	Professional Learning	07/01/2013	06/30/2015	\$5000	Principals, Individual Teachers, District PD Coordinator
Online self-guided credit recovery coursework	Online self-guided credit recovery coursework with monitoring by a certified teacher	Direct Instruction	08/31/2012	05/31/2015	\$3700	Principal, Counselor, Credit Recovery Teacher
Total					\$8700	

District Funding

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
Vertical and Horizontal Curriculum Alignment	Teachers at all levels will meet regularly at transition points to collaborate on vertically aligning the curriculum. Horizontal alignment will be a regular activity in PLC's.	Professional Learning	08/06/2012	06/27/2014	\$500	Instructional Supervisor, Principals and Academic Coaches
Senior Math/English/Reading Transition Courses	Students not meeting the college benchmark scores on the ACAT will be placed in transitional courses until meeting the benchmarks on future assessments.	Direct Instruction	08/08/2012	05/31/2015	\$20000	Principal, Counselor, Transition Teachers
Total					\$20500	

No Funding Required

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
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Comprehensive District Improvement Plan

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Research Based Best Practices	All schools will use research based activities based on continuous progress monitoring to promote student growth in reading/math.	Direct Instruction	08/08/2012	05/31/2013	\$0	Principals, Coaches, Teachers, District Personnel
TELL Survey Analysis and Working Environment Improvement	Upon receipt of the school/district TELL survey results, each school and the district will analysis the responses and identify significant areas of concern. A district-wide committee will meet to analyze areas of concern and identified areas will be addressed and then the staff will be re-surveyed to determine growth or lack of growth in addressing work condition concerns.	Policy and Process	07/01/2013	06/30/2015	\$0	Superintende nt, Principals, District TELL Committee, All Teachers
Total					\$0	

Activity Summary by School

Below is a breakdown of activity by school.

All Schools

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
Vertical and Horizontal Curriculum Alignment	Teachers at all levels will meet regularly at transition points to collaborate on vertically aligning the curriculum. Horizontal alignment will be a regular activity is PLC's.	Professional Learning	08/06/2012	06/27/2014	\$500	Instructional Supervisor, Principals and Academic Coaches
Research Based Best Practices	All schools will use research based activities based on continuous progress monitoring to promote student growth in reading/math.	Direct Instruction	08/08/2012	05/31/2013	\$0	Principals, Coaches, Teachers, District Personnel
Professional Development Selections Based on Data	Professional development will be identified based on identified needs in the schools. Principals and teachers will continue to use data analysis to determine activities needed to improve school/teacher/student progress. District-wide PD initiatives will be determined with consultation of principals and teachers. Both group and individual needs will continue to be used to develop available PD activities.	Professional Learning	07/01/2013	06/30/2015	\$5000	Principals, Individual Teachers, District PD Coordinator
TELL Survey Analysis and Working Environment Improvement	Upon receipt of the school/district TELL survey results, each school and the district will analysis the responses and identify significant areas of concern. A district-wide committee will meet to analyze areas of concern and identified areas will be addressed and then the staff will be re-surveyed to determine growth or lack of growth in addressing work condition concerns.	Policy and Process	07/01/2013	06/30/2015	\$0	Superintendent, Principals, District TELL Committee, All Teachers
Total					\$5500	

Lee County High School

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
Online self-guided credit recovery coursework	Online self-guided credit recovery coursework with monitoring by a certified teacher	Direct Instruction	08/31/2012	05/31/2015	\$3700	Principal, Counselor, Credit Recovery Teacher

Comprehensive District Improvement Plan

Lee County School District

Senior Math/English/Reading Transition Courses	Students not meeting the college benchmark scores on the ACAT will be placed in transitional courses until meeting the benchmarks on future assessments.	Direct Instruction	08/08/2012	05/31/2015	\$20000	Principal, Counselor, Transition Teachers
					Total	\$23700

KDE Needs Assessment

Introduction

The purpose of the School District (system) Needs Assessment is to use data and information to prioritize allocation of resources and activities.

Data Analysis

**What question(s) are you trying to answer with the data and information provided to you? What does the data/information tell you?
What does the data/information not tell you?**

The needs of the district were identified through data disaggregation, individual school needs assessments, analysis of state assessments, persistence to graduation information, TELL surveys, college and career readiness and graduation data. After careful review, instructional areas were identified for the district committee to develop action components. Questions that the committee considered were: patterns/trends, subgroup performance, curricular/instructional areas of improvement, and creating data conversations across schools and district.

Data indicates that Lee County Schools made significant gains during the 2012-2013 school year. The District improved from the 32nd percentile in 2011-12 to the 84th percentile in 2012-13. Due to the large gain in scores, Lee County School District was classified as a proficient and high progress district. In depth analysis of the results identified areas of concern were: decreasing novice and increasing proficient/distinguished, writing, EOC and improving student achievement on ACT/Plan/Explore. TELL surveys indicates that communication between school and district office was an area of weakness.

Areas of Strengths

What were the areas of strength you noted? What actions are you implementing to sustain the areas of strength? What is there cause to celebrate?

The Lee County School District improved from the 32nd percentile in 2011-2012 to the 85th percentile in 2012-2013. The District met the annual measurable objective (AMO), participation rate, and graduation rate goal for the school year. College/Career Readiness was in the top ten (10) in the state and graduation rate was above the state rate target.

At each school, teachers met in PLC to discuss individual student progress and develop learning plans to addresses academic deficiencies. Middle and high school students use assessment notebooks to track their own achievement on formative and summative assessments. ThinkLink is administered three (3) times a year, credit recovery classes are available for students who have failed and transition classes are available for students not meeting benchmarks.

At the district level, a communication plan was developed by a committee to address deficits in communication between, school district office, students, parents and community. A committee was formed to analyze TELL survey results and to develop a plan to address weaknesses. Additional surveys were developed and administered to determine determine progress and suggestion for improvements.

Opportunities for Improvement

What were areas in need of improvement? What plans are you making to improve the areas of need?

Lee County needs to continue to target individual students and provide interventions to address academic deficiencies. Transitional courses for students not meeting benchmarks on ACT/Plan/Explore need to be intentional and rigorous. All schools need to review/revise current writing plan to assure students are provided opportunities to write across content and provided feedback. All schools need to continue to focus on program reviews and integrate in all content areas.

Oversight and Monitoring

Describe your processes and interventions for monitoring continuous improvement.

Processes to assure continuous improvement across the district will include: monthly district leadership meetings, principal PLC monthly, school team meetings, principal/school updates at board meetings, district newsletter, SACS accreditation, CSIP/CDIP progress reports, TELL surveys, PD activities, and ongoing needs assessment of schools and their academic growth.

Conclusion

Reflect on your answers provided in the previous sections. What are your next steps in addressing areas of concern?

Lee County School district will continue to share best practices at PLCs, focus on higher level questioning strategies, and develop writing opportunities for students across content. Assessment data will be analyzed and reviewed to monitor progress, professional development plans will be used to address school/district/teacher areas of growth, and strategic plan will be reviewed/revised throughout the school year.

Compliance and Accountability - Districts

Introduction

The process of Improvement Planning in Kentucky is used as the means of determining how schools and districts will plan to ensure that students reach proficiency and beyond by 2014. The process focuses school and district improvement efforts on student needs by bringing together all stakeholders to plan for improvement, by focusing planning efforts on priority needs and closing achievement gaps between subgroups of students, by building upon school and district capacity for high quality planning, and by making connections between the funds that flow into the district and the priority needs in schools.

Your school's plans for improvement must be based on careful and honest analysis of data, address all content areas, and clearly address gaps in student achievement.

Planning and Accountability Requirements

Our district ensure that teachers are equitably distributed throughout the district to ensure that all students are college and career ready. **Equitable Distribution:** poor and minority students are not taught at higher rates than other students by inexperienced, unqualified, or out-of-field teachers.

Goal 1:

Lee County Schools will ensure equitable distribution of qualified teaching staff throughout the district.

Measurable Objective 1:

demonstrate a proficiency in equitable distribution of qualified teaching staff throughout the district by 11/30/2012 as measured by The Lee County School District Highly Qualified Report. .

Strategy1:

Staff Recruitment/Hiring - Highly qualified applicants with proper certification will be interviewed and employed for specific teaching positions.

Research Cited: Guidelines determined for specific certification through the Educational Professional Standards Board.

Activity - Applicant Screenings	Activity Type	Begin Date	End Date	Funding Amount & Source	Staff Responsible
The Superintendent will review applicant's teaching certificate prior to the interview to ensure the applicant holds proper certification for the position.	Career Preparation/ Orientation	11/30/2012	06/30/2013	\$0 - Other	Superintendent and personnel department

Our district has identified specific strategies to address areas for improvement identified in the TELL KY Survey results.

Goal 1:

Lee County Schools will increase the averaged combined reading and math proficiency ratings for all students in the non-duplicated gap group from 36.3% in 2013 to 67.2% in 2017.

Measurable Objective 1:

A 15% increase of All Students will demonstrate a proficiency on the Algebra II and English II in English Language Arts by 06/30/2015 as measured by end of course assessments..

Strategy1:

Increase Teacher Efficacy and Impact - This strategy will impact the learning culture within the schools. It will include responses to the state

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TELL survey, recruiting and retaining highly qualified staff, and developing our teaching skills through the Kentucky Department of Education Teacher Professional Growth and Effectiveness System (TPGES).

Research Cited: Charlotte Danielson's work on Teacher Effectiveness.

Activity - Professional Development Selections Based on Data	Activity Type	Begin Date	End Date	Funding Amount & Source	Staff Responsible
Professional development will be identified based on identified needs in the schools. Principals and teachers will continue to use data analysis to determine activities needed to improve school/teacher/student progress. District-wide PD initiatives will be determined with consultation of principals and teachers. Both group and individual needs will continue to be used to develop available PD activities.	Professional Learning	07/01/2013	06/30/2015	\$5000 - Title I Part A	Principals, Individual Teachers, District PD Coordinator

Activity - TELL Survey Analysis and Working Environment Improvement	Activity Type	Begin Date	End Date	Funding Amount & Source	Staff Responsible
Upon receipt of the school/district TELL survey results, each school and the district will analysis the responses and identify significant areas of concern. A district-wide committee will meet to analyze areas of concern and identified areas will be addressed and then the staff will be re-surveyed to determine growth or lack of growth in addressing work condition concerns.	Policy and Process	07/01/2013	06/30/2015	\$0 - No Funding Required	Superintendent, Principals, District TELL Committee, All Teachers

KDE Assurances - District

Introduction

KDE Assurances for Districts

District Assurances

Label	Assurance	Response	Comment	Attachment
1.	All schools in our district have planned or developed strategies to increase parental involvement in the design, implementation, evaluation and communication of data and information.	Yes	All Lee County Schools have refined their strategies for parental involvement. School and district newsletters are distributed regularly. The one-call system is used for immediate communication and for reminders of school activities and meetings such as invitations to the monthly parent breakfast. Surveys are distributed at all parental meetings and activities to get immediate feedback from parents. Schools use data notebooks for two-way communication with students and parents. Use of the parent portal in Infinite Campus is increasing annually.	

Label	Assurance	Response	Comment	Attachment
2.	The current school year Comprehensive District Improvement Plan (CDIP) and all our schools Comprehensive School Improvement Plans (CSIPs) are available for stakeholders to examine on the district website.	Yes		

Label	Assurance	Response	Comment	Attachment
3.	All teachers in our district including those providing services to private school students are highly qualified.	Yes		

Label	Assurance	Response	Comment	Attachment
4.	All paraeducators in our district including those providing services to private school students are highly qualified.	Yes		

Label	Assurance	Response	Comment	Attachment
5.	All schools in our district notify parents when their children are taught for four or more consecutive weeks by teachers who are not highly qualified. If no, list the schools below.	Yes		

Comprehensive District Improvement Plan

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Label	Assurance	Response	Comment	Attachment
6.	Our district provides professional development for staff based on a comprehensive needs assessment, which included a review of academic achievement data and additional criteria, to ensure all students are college and career ready.	Yes	All schools analyze their academic achievement data and other criteria to develop a listing of needed professional development. Schools determine PD needed by individuals and school groups. The district leadership team, which includes principals and central office staff, meets to determine activities needed at the district level. PD 360, in-school professional development activities and attendance at local, regional and statewide trainings are used to provide professional development needed by staff as evidenced by school PD logs.	

Label	Assurance	Response	Comment	Attachment
7.	Our district has planned strategies to recruit and retain highly qualified teachers.	Yes	Lee County has a very low turn over rate and also has a low number of applicants for each posted position. We post all positions and contact colleges and universities to recruit highly qualified teachers. All teachers hired are highly qualified for their position.	

Label	Assurance	Response	Comment	Attachment
8.	Our district will allocate and spend federal program funds only on programs and activities for identified eligible students and will maintain appropriate financial records in this regard.	Yes		

Label	Assurance	Response	Comment	Attachment
9.	Our district ensure that program funds are targeted to schools that have the lowest proportion of highly qualified teachers, have the largest average class size, or are identified as focus or priority schools.	Yes		

Label	Assurance	Response	Comment	Attachment
10.	Our district ensures that all class-size reduction teachers are utilized to reduce class size below the state requirements. Paraprofessionals are utilized to meet the state requirements before hiring any additional teachers serving in that capacity.	Yes		

Label	Assurance	Response	Comment	Attachment
11.	Our district ensure class-size reduction needs are determined by analysis of data compiled through such processes as achievement test results, needs assessments, and class size data reviews.	Yes		

Comprehensive District Improvement Plan

Lee County School District

Label	Assurance	Response	Comment	Attachment
12.	Our district ensure that all personnel compensated from federal program funds are performing assignments aligned to the program purpose according to the program plan and appropriate documentation is maintained.	Yes		

Label	Assurance	Response	Comment	Attachment
13.	Our district ensures that private schools have been consulted with regard to available federal funds for use with eligible students and/or teachers according to federal program requirements.	Yes		

Label	Assurance	Response	Comment	Attachment
14.	Our district ensures that services provided to private schools with federal funds are delivered according to specific federal program requirements and appropriate documentation is maintained.	Yes		

Label	Assurance	Response	Comment	Attachment
15.	Procedures have been established for the identification and tracking of purchases made with federal funds, including the retrieval and/or disposal of materials when no longer needed.	Yes		

Label	Assurance	Response	Comment	Attachment
16.	Our district ensures that all federal program complaint procedures have been communicated to all stakeholders and are properly implemented when applicable.	Yes		

Label	Assurance	Response	Comment	Attachment
17.	Our district maintains proper time and effort documentation for all personnel paid with federal funds according to specific federal program requirements.	Yes		

Label	Assurance	Response	Comment	Attachment
18.	Our district ensures proper maintenance of records according to federal program guidelines.	Yes		

Comprehensive District Improvement Plan

Lee County School District

Label	Assurance	Response	Comment	Attachment
19.	Our district has followed the proper procedures for the acquisition of equipment and materials with federal funds.	Yes		

Label	Assurance	Response	Comment	Attachment
20.	Our district ensures that all federal programs are evaluated annually for program effectiveness and compliance.	Yes		

Label	Assurance	Response	Comment	Attachment
21.	Our district ensures that only eligible schools are served by Title I, Part A.	Yes		

Label	Assurance	Response	Comment	Attachment
22.	Our district ensures that low-income data for all schools is taken on the same day.	Yes		

Label	Assurance	Response	Comment	Attachment
23.	Our district ensures that district and school allocations on the Title I Ranking Report correspond with the MUNIS budget.	Yes		

Label	Assurance	Response	Comment	Attachment
24.	Our district ensures that there is documentation to support the child count for local institutions for neglected children that was submitted to KDE.	Yes		

Label	Assurance	Response	Comment	Attachment
25.	Our district ensures that setaside funds for neglected institutions in the district are expended on identified student needs.	No	Lee County has no neglected institutions.	

Label	Assurance	Response	Comment	Attachment
26.	Our district ensures that neglected student needs were identified through consultation with staff at all neglected institutions in the district.	No	No neglected institutions exist in Lee County.	

Label	Assurance	Response	Comment	Attachment
27.	Our district ensures that Title I funds are reserved and expended to meet the needs of homeless children and youth in non-Title I schools.	Yes		

Comprehensive District Improvement Plan

Lee County School District

Label	Assurance	Response	Comment	Attachment
28.	Our district ensures that if it receives more than \$500,000 in Title I, Part A funding, 1% of the total district allocation has been reserved for parent involvement activities and that 95% of the reserved funds has been allocated to eligible schools including eligible private schools.	Yes		

Label	Assurance	Response	Comment	Attachment
29.	Our district ensures that parents are involved in deciding ways in which parent involvement funds are used.	Yes		

Label	Assurance	Response	Comment	Attachment
30.	Our district ensures that there is an annual meeting to inform parents of program requirements, including the right of parents to be involved in planning, review and improvement of parent programs.	Yes		

Label	Assurance	Response	Comment	Attachment
31.	Our district ensures that all parents of students in Title I schools have been notified that they may request information regarding the professional qualifications of their child's teachers.	Yes		

Label	Assurance	Response	Comment	Attachment
32.	Our district ensures that it communicates with school councils/school staff on an ongoing basis including information on program requirements, analysis of data and review of the schoolwide program (SWP) or targeted assistance (TAS) program plan to ensure compliance and effectiveness.	Yes		

Label	Assurance	Response	Comment	Attachment
33.	Our district ensures that private schools (within and outside the district) serving students from participating public school attendance areas have been contacted to offer equitable services.	Yes		

Label	Assurance	Response	Comment	Attachment
34.	Our district ensures that written affirmation signed by an official from each of the participating private schools that consultation occurred during the design, implementation, and assessment of the Title I activities in the private schools is maintained.	No	No private schools wish to participate in Title I as evidenced by invitation letters.	

Comprehensive District Improvement Plan

Lee County School District

Label	Assurance	Response	Comment	Attachment
35.	For any staff member that does not meet the highly qualified teacher status, the district develops an individual plan to assist them with becoming highly qualified.	No	Lee County does not hire teachers who are not highly qualified.	

Label	Assurance	Response	Comment	Attachment
36.	Our district ensures that district and school allocations on the Title II Teacher Quality Program Budget correspond with the MUNIS budget.	Yes		

Superintendent Evaluation Assurance

Introduction

The purpose of the Kentucky Superintendent Evaluation Diagnostic is to ensure critical conversations between superintendents and local boards of education are regularly occurring for continuous improvement in each district in Kentucky. Appropriate evidence would include uploaded minutes of the board of education where financial management, facilities and, student performance have been discussed.

Superintendent Evaluation Assurance

Label	Assurance	Response	Comment	Attachment
	The district certifies that the Superintendent Evaluation has been completed and submitted in ASSIST and that all supporting artifacts and evidence have been uploaded to support said responses to show alignment with the Kentucky Board of Education goals for student achievement, operational efficiency and the communication and collaboration of district leadership.	Yes	Resources/Support systems (budget/finance) information is discussed at each board meeting under Budget Report. District Delivery Targets (Strategic Plan) is updated/monitored monthly. Please see the attached July 9, 2013 and August 13, 2013 Board agendas and minutes.	Superintendent Assurances Documentation

School Safety Assurance

Introduction

In response to recent tragic events in our nation's schools, during the 2013 legislative session the Kentucky General Assembly took action, through the passage of Senate Bill 8/House Bill 354, to assure that our schools are safer places for students and staff to work and learn. Among other things, SB8/HB354 required changes to emergency plan requirements, the development of school safety practices, and additional severe weather, lockdown and earthquake drills. The bill also required local school district superintendents to verify to the Kentucky Department of Education that all schools in the district are in compliance with these requirements. This diagnostic is the means by which this reporting is accomplished.

School Safety Assurance

Label	Assurance	Response	Comment	Attachment
	The district certifies that the it has submitted the required School Safety diagnostic in ASSIST to verify that it is in compliance with SB/HB354 to assure schools are safer places for students and staff and that school safety practices are being developed and are in place.	Yes		Lee County Safe Crisis Managment

Compulsory Attendance Age (Senate Bill 97) Assurance

Introduction

Senate Bill 97 authorizes local school boards to pass a district-wide policy extending the compulsory school age requirement from age 16 to age 18 for all students residing in the district. When fifty-five percent of the school districts in the state adopt such a policy, all remaining school districts are required to do so, effective with the school year that occurs four (4) years after the 55% threshold is met. The 55% threshold of 96 districts was met in July of this year, activating the requirement for all remaining school districts to enact a policy within the statutory time frame.

Compulsory Attendance Age (Senate Bill 97)

Label	Assurance	Response	Comment	Attachment
	The Board certifies that the Raising the Compulsory Attendance Age diagnostic has been completed and submitted in ASSIST and that all supporting artifacts have been uploaded to support said responses to show alignment with Senate Bill 97.	Yes		