



Steven L. Beshear  
Governor

Terry Holliday, Ph.D.  
Interim Commissioner of Education

**EDUCATION AND WORKFORCE DEVELOPMENT CABINET  
DEPARTMENT OF EDUCATION**

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August 9, 2013

Dear Superintendent Ellis:

In an effort to reduce the burden on school districts, the Kentucky Department of Education (KDE) began a consolidated monitoring program during school year 2011-2012. This effort combines required monitoring visits for state and federal programs in an intentional and concise timeframe.

During the 2012-2013 school year, the KDE conducted monitoring in Silver Grove Independent School District. During the monitoring process, KDE program staff, utilizing program-specific monitoring tools, conducted on-site visits for the following programs:

- *Title I, Part A*
- *Title II, Part A*
- *Individuals with Disabilities Act (IDEA)*
- *Kentucky Preschool Program*

Each program has provided, at minimum, a preliminary report of findings based on the visit. This document represents the consolidation of findings that were similar in nature and therefore present an opportunity for consolidation of effort among the programs. Program monitors have noted some of the effective practices identified during the monitoring visit. In addition, team members have provided recommendations for addressing any noted concerns. These are coupled with suggestions for potential opportunities to work across programs, streamline implementation and increase success within each.

It is our pleasure to suggest that practices that have been noted as effective be submitted to the KDE Best Practices website under School Improvement. To ensure that we are able to meet our goal of providing ongoing technical assistance for all programs monitored, we encourage you to utilize the Consolidated School and District Improvement Planning tools in ASSIST to track your efforts to address any common concerns noted by the team.

So that we may improve our consolidated monitoring process, each school and program that has been monitored will soon have the opportunity to provide feedback. If you have questions regarding specific program monitoring requirements, please contact the individual program contacts listed in this report. If you have questions concerning the consolidated monitoring process, please contact Claude W. Christian by email at [claudio.christian@education.ky.gov](mailto:claudio.christian@education.ky.gov) or

by phone at (502)564-3791. Information regarding education programs within the state of Kentucky may also be found at [education.ky.gov](http://education.ky.gov).

Thank you for your work in improving Kentucky's education programs to better provide for our children.

Sincerely,

A handwritten signature in black ink, appearing to read "Claude W. Christian", with a long, sweeping horizontal flourish extending to the right.

Claude W. Christian  
Project Manager  
Statewide Consolidated Monitoring

## 2012-13 Consolidated Monitoring Report

<b>District:</b>	<b>Silver Grove Independent</b>		
<b>Date(s) of Visit:</b>	February 26, 2013		
<b>Team Leads:</b> <i>(List primary person on this visit for each program)</i>			
<i>Title I</i> Neil Watts	<i>Preschool</i> Bill Buchanan		
<i>Title II</i> Lorrie Devers/Carol Leggett	<i>Career and Technical Education</i> N/A		
<i>Alternative Programs</i> N/A	<i>IDEA</i> Robin Linton		

### Highlight of Effective Practice

Programs Addressed <i>(Check all that apply)</i>	Title I	X	Preschool	X	Career and Technical Education
	Title II	X	IDEA	X	Alternative Programs
<i>Highly effective Practice:</i>					
<p>Effective and supportive leadership.</p> <p>District leadership has processes in place that promote communication and collaboration between district and school staff. These practices such as weekly meetings between program directors and the principal ensure the effective use of funds and compliance in all federal programs monitored.</p>					

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### Common Issue 1

Programs Addressed <i>(Check all that apply)</i>	Title I	X	Preschool		Career and Technical Education
	Title II	X	IDEA		Alternative Programs
<b>Common Issue:</b>					
Policy review District & school is not annually reviewing and revising their current program policies.					
<b>Common Solution(s)/Recommendation(s)</b>					
<p>Many state and federal program guidelines require that policies and procedures be reviewed and/or revised on an annual basis; these reviews must be reflected in the documentation. It is recommended that the district enact strategies to ensure the program requirements are met. These strategies may include but not limited to:</p> <ol style="list-style-type: none"> <li>1. Hold annual program policy review meetings at the district and school level, and include parents and other community stakeholders. Use this opportunity to evaluate the current policies and revise as needed.</li> <li>2. Ensure the school annually reviews and updates its Parent Involvement Policy &amp; Compact, ensuring it addresses the importance of communication between school staff and parents through parent-teacher conferences, progress reports, and opportunities to volunteer, observe and participate in classroom activities.</li> </ol>					

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### Final Overview

Programs Addressed <i>(Check all that apply)</i>	Title I	X	Preschool	X	Career and Technical Education
	Title II	X	IDEA	X	Alternative Programs
<i>Clearly describe actions and/or practices that the team deems as effective</i>					
<p>Superintendent Ellis and his staff are very knowledgeable and involved in all program areas monitored. The district is doing an outstanding job reaching out to the community while creating opportunities to involve parents and other vested stakeholders. The district administration is providing collaborative guidance to the school in the effective use and application of program funds while striving towards continuous improvement and providing a proactive approach in promoting student success.</p>					