



Commissioner's Report
Interim Commissioner Kevin C. Brown

Dear Kentucky Board of Education members:

All of our schools now officially finished instruction for the 2019-2020 year and what a finish to the year it was. I know I have said this before, but I want to say how very proud I am of the Kentucky Department of Education (KDE) staff and their efforts to support Kentucky's students, schools and districts to complete the school year during this unconventional time.

I hope that you had a chance to watch Kentucky's Tribute to the Class of 2020. The tribute was presented by the KDE and the Kentucky Education and Workforce Development Cabinet, with a goal of giving the Commonwealth's seniors a special, inspiring send-off that may be enjoyed by family, friends and others across the nation. The event was hosted by Lt. Gov. Jacqueline Coleman.

As schools begin summer break, I want to assure you that we are not taking a break here at the KDE. As we continue to work to find our new normal, we will continue to provide our school leaders with the necessary guidance to support all students and families during these uncertain times. We all are aware of the upcoming hard work to educate, feed and support Kentucky's students. I am proud to be a part of #TeamKDE and #TeamKentucky. We are in this together, working on behalf of our children.

Sincerely,

Kevin C. Brown



Kentucky Department of Education Combined Employment Report (All Offices Including Career and Technical Education)

Effective November 15, 2013, the minority employment hiring goal for all of Kentucky state government was established at 12.2%. The KDE minority employment goal is consistent with the state government goal and is designed to: 1) provide equal opportunities for recruitment and selection at all levels of the department; 2) mirror the student population of Kentucky's schools; and 3) provide for a multi-talented and diverse workforce that can provide quality leadership and professional services to local school district administrators, teachers, parents, students and citizens.

The KDE has a long standing history of being in compliance with and usually surpassing the minority employment goal. On October 16, 2012, the number of KDE staff more than doubled with the addition of the Office of Career and Technical Education and Student Transition (OCTEST). Due to factors such as geographic location, the KDE's inability to compete with salaries offered in the private sector, demographics and inability of applicants to meet minimum education and experience requirements for the particular job classifications, recruitment of minority staffing at the 53 Area Technology Centers (ATCs) is difficult. The department has implemented hiring policies and procedures for the OCTEST in an attempt to improve minority recruitment and hiring. These include minority representation on all interview panels and interviewing a minimum of two minority candidates if identified and qualified. The KDE continuously seeks opportunities to increase minority awareness and recruitment.

Current employment data is found below:

I. The KDE (excluding the OCTEST) as of the close of business on April 30, 2020, employed 514 full-time employees, totaling 445 non-minority employees (86.8%) and 68 minority employees (13.2%).

- The department's Frankfort-based, full-time workforce of 333 employees includes 290 non-minority employees (86.8%) and 44 minority employees (13.2%).

During the six-month period from November 1, 2019 – April 30, 2020 there were:

- 51 appointments
- 32 separations from employment
 - 18 separations from support positions
 - 10 separations from professional positions
 - 4 separations from leadership positions

During the six-month period from November 1, 2019 – April 30, 2020 there were:

- 56 positions for which interviews were held
- 1041 applicants who expressed an interest in, via self-nomination, those positions



- 459 candidates selected to be reviewed and interviewed if qualified for those positions by the supervisor/manager in the office/division

II. The OCTEST, as of the close of business on April 30, 2020 employed 598 full-time employees, totaling 588 non-minority employees (98.3%) and 10 minority employees (1.7%).

During the six-month period from November 1, 2019 – April 30, 2020 there were:

- 31 appointments
- 22 separations from employment
 - 6 separations from support positions
 - 5 separations from professional positions
 - 1 separation from a leadership position

During the six-month period from November 1, 2019 – April 30, 2020 there were:

- 30 positions for which interviews were held
- 408 applicants who expressed an interest in, via self-nomination, those positions
- 219 candidates selected to be reviewed and interviewed if qualified for those positions by the supervisor/manager in the office/division

III. The following notations are designed to provide clarification for the preceding statistics:

- All KDE 18A merit positions, which require a merit register, are posted on the Personnel Cabinet and KDE websites for 10 days.
- OCTEST 156 positions (non-merit) are posted on the Personnel Cabinet, Kentucky Educator Placement Service (KEPS) and KDE websites for 10 days, or until filled.
- KSB and KSD 161 positions (non-merit) are posted on KDE and KEPS websites until filled.
- KDE's internal policy requires an interview panel of a minimum of three people, one of whom must be a minority, and a minimum of four candidates must be interviewed, two of whom must be a minority, if qualified and identified.
- KDE's hiring process is subject to and in compliance with Personnel Memo 08-18 that requires the employing agency to offer the opportunity to interview to a minimum of five identified veterans listed on the certified register list. If there are fewer than five identified veterans, then the employing agency shall offer an opportunity to interview to all identified veteran applicants.
- Per Personnel Memo 12-33, the Personnel Cabinet seeks voluntary information from all applicants regarding an applicant's race, gender or national origin. This information is maintained separately from the official application and assists the state in achieving its affirmative action goals. This information is useful in creating a diverse applicant pool for consideration in the hiring process; however, this data is not intended to be used as the determining factor in the hiring decision. This is to ensure compliance with the Equal Employment Opportunity Commission (EEOC).



KDE's hiring is currently subject to the requirements of Executive Order 2015-050 issued on December 22, 2015. The executive order imposes a hiring moratorium and sets forth procedures for establishing, posting and filling job vacancies.

The following notations are designed to provide clarification for the report in its entirety:

- Full-Time Employee, for the purpose of this report, is defined as all KRS Chapter 18A, KRS Chapter 161 employees and KRS Chapter 156.
- For the purpose of this report, Leadership is all non-graded, non-merit KBE/KDE employees, policy-making positions and principals, excluding the KBE/KDE Education Academic Program Manager classification; Professional reflects all KRS Chapter 18A positions, grade 15 and above, all KRS Chapter 156 positions and all KRS Chapter 161 positions; and Support includes all KRS Chapter 18A positions grade 14 and below.
- Appointments and separations are not mutually exclusive. As KDE employees are many times the successful candidates for positions, a single move may create a separation and an appointment. For the purpose of this report, a separation includes: resignations, retirements, dismissals, transfers out of KDE and deaths.

Attached are charts, showing overall and minority employment by office and minority employment historical data.

Recruitment Efforts:

The KDE continues to utilize the MyPurpose system, KEPS and the KDE website to post jobs and recruit possible employees. The KDE further uses the job posting spotlight offered by the Personnel Cabinet. The posting spotlight is used to advertise positions that are difficult to fill by prominently displaying the vacancy on the MyPurpose homepage website. This allows potential applicants to see the posting without having to scroll through all the other postings. Additionally, state employees have access to the LinkedIn application. LinkedIn is a convenient way to help employees grow, learn, lead and serve in state service. In collaboration with the Workforce Development Cabinet, the KDE also has the ability to post difficult to fill positions on LinkedIn. These positions go straight to the Commonwealth of Kentucky's LinkedIn profile where potential applicants can find them.

The Kentucky School for the Deaf (KSD) continues to use the American Sign Language (ASL) linked YouTube video as a tool to recruit deaf teachers and administrators. This link is added to all KSD job postings and allows potential applicants, who are deaf or hard of hearing, to watch a YouTube video of someone using ASL to explain the details and requirements of the KSD job posting.

Division of Resource Management (DRM) Director Lynn McGowan-McNear and HR Administrator Anitra Williams attended the National Alliance of Black School Educators Conference (NABSE) in Dallas, TX, on November 13-17, 2019. This conference provided the opportunity to showcase the KDE to one of the largest and most diverse audiences of educators.



Kentucky Department of Education Updates
Kentucky Board of Education
June 3, 2020

The KDE provided information for students via the KDE jobs website and the Kentucky State University's Career and Professional Development Center for the Spring 2020 Summer Job and Internship Career Fair held on February 13, 2020, at the University of Kentucky's Gatton College of Business. This career fair was held in order to aid student success by empowering students through professional development and career building workshops and activities, training programs to develop critical soft skills and networking opportunities to help students become more marketable to employers. Additionally, DRM Human Resources staff attended the State International Public Management Association (IPMA) Conference held at the Kentucky Castle in Versailles on March 3, 2020. This conference provided staff the opportunity to learn about the development of programs and activities that will have an impact on personnel issues affecting today's public service employees.

DRM Director Lynn McGowan-McNear and HR Administrator Anitra Williams also attended the IPMA-HR Southern Region annual conference in Charleston, South Carolina on March 8-11, 2020. This conference provided attendees the opportunity to showcase the KDE and network with other human resource professionals from 13 other states. DRM staff also planned to represent KDE at the University of Kentucky Education Career Fair in March, but this career fair was canceled due to the COVID-19 pandemic.

Kentucky Department of Education New Staff:

New staff who joined the KDE are listed below by office:

Office of the Commissioner

4/16/20, Tiffany Meredith, Division of Communications

Office of Finance and Operations

3/2/2020, Chris Monroe, OFO/Budget and Finance Management/Accounting and Finance Branch

4/1/2020, Mercy Osuala, OFO/Resource Management/Physical Resource Branch

4/16/2020, Lynsey Crumbie, OFO / School and Community Nutrition / Schools Branch / Programmatic Delivery Section

5/18/2020, Vishnu Vardan Konanki Sudhakar Naidu, OFO/District Support/Data Support Branch

Office of Education Technology

2/17/2020, Patrick Wofford, OET/School Technology Planning and Project Management

4/16/2020, Beth Carter, OET/School Technology Planning and Project Management

5/18/2020, David Edinam, OET/School Technology Services

Office of Continuous Improvement and Support

4/1/2020, Brenda Considine, OCIS/School and Program Improvement / Title I A Support and Improvement Branch

5/1/2020, April Stanley, OCIS/Student Success



Kentucky Department of Education Updates
Kentucky Board of Education
June 3, 2020

5/1/2020, Duane Kline, OCIS/School and Program Improvement / English Learners, Migrant & Neglected

Office of Career and Technical Education

3/2/2020, Regan Satterwhite, OCTE/Student Transition & Career Readiness/ Career Programs and Pathways Branch

3/2/2020, Sarah Moses, OCTE/Technical Schools and Continuous Improvement

5/1/2020, Kelsey Ruble, OCTE/Technical Schools and Continuous Improvement / Kentucky Tech Administrative Branch

Office of Educator Licensure and Effectiveness

3/2/2020 Patricia Adams, OELE/Educator Licensure and Effectiveness

Office of Special Education and Early Learning

4/16/2020, Angela Gould, OSEEL/IDEA Monitoring and Results

5/1/2020, Allison Johnson, OSEEL/IDEA Implementation and Preschool/Guidance Support Branch

Office of Teaching and Learning

4/16/2020 Danielle Ward, OTL/Academic Program Standards/Academic Core Branch

Kentucky School for the Blind and Kentucky School for the Deaf Updates

In February of 2020, the use of Non-Traditional Instruction (NTI) at the Kentucky School for the Blind (KSB) and the Kentucky School for the Deaf (KSD) was not even considered as an option for our students. However, as of June 2020, NTI is part of the culture of the KSB and KSD.

Staff at the two schools worked incredibly hard to develop and implement the NTI process. Faculty meetings occurred at least once each week with daily roll calls as a common start to the day. Google Docs and Sheets were utilized by staff to track contacts and interactions with students. Educational and related services were documented. Members of both staffs traveled across the state multiple times to deliver materials and equipment to students. Mass mailings were used to support NTI services. Multiple platforms including Skype, Zoom, Teams, Facebook, FaceTime, Video phones, Google and other options were utilized to maintain one-to-one and group connections between teachers, staff and students. Planning is underway at both schools to develop plans for the reopening of school regardless of the method of opening that is eventually approved. Both schools understand the need to prepare for a traditional opening, a limited capacity opening and a NTI opening.

KSB NTI

NTI information:

- 35 days of NTI

Kentucky Department of Education Updates
Kentucky Board of Education
June 3, 2020

- Last day of school was May 8
- Between 97 - 100% weekly participation rate
- Mass mailing of 2nd round of materials between weeks two and three (during spring break)
- Approximately 1100 to 1400 miles per week to deliver school supplies and food to families
 - Twenty-five to 30 families either picked up food on campus or had it delivered to them. All food was purchased through the Kentucky School for the Blind Charitable Foundation.



- Partnered with the Kentucky Deafblind Project, and some students received “through the door” instruction.



KSB Graduation

Graduation Statistics:

- Ceremony broadcast on May 8, 2020
- Virtual Ceremony, prerecorded
 - Viewable at: <https://youtu.be/AmDXfQAVi8U>
 - As of May 10, approximately 400 views
- In-person ceremony planned for later in the year
- Graduates: nine
- Each senior highlighted on the school’s Facebook page
- All seniors received a sign in their front yard (designed, hand painted and laminated by KSB staff)



- Speakers:
 - Messages to Seniors
 - Governor Beshear
 - Commission Brown
 - KBE Chair Lu Young
 - Commencement Speaker
 - Mike Hudson, American Printing House for the Blind, Museum Director

KSD NTI

NTI information:

- 38 days of NTI
- Last day of school on May 14
- Between 97 – 100% weekly participation rate
- Two cross-state trips to deliver materials, supplies and food
- Approximately 2700 miles to deliver needed items to students
- Roll call two times each day in Google Docs
- Plus/deltas across the day– always problem-solving, focused on continuous improvement
- Post questions across the day to be addressed at the end of the day
- Currently have 300 pages of communication among the teachers and evaluation team since March 16



Kentucky Department of Education Updates
Kentucky Board of Education
June 3, 2020

- Drive-thru
- In-person ceremony planned for later in the year
- Graduates: 12

Kentucky Tech District of Area Technology Centers Updates

The Kentucky Tech Certified Evaluation Plan (CEP) for the 2020-2021 academic year was approved on April 2, 2020. This plan guides the evaluation framework for all Area Technology Center (ATC) teachers and administrators. The approved CEP, as well as a corresponding summary of amendments included within the revised plan, have been provided to the KBE. The amendments for the 2020-2021 plan are aimed at addressing the need for revised protocols that have arisen as a result of COVID-19, ensure alignment to the Professional Standards for Education Leaders, as well as other necessary technical amendments.