



## Kentucky Department of Education | SBDM Newsletter – 2019

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# Happy New Year!

It is hard to believe it is already 2019! Welcome to the new year! Hopefully you were able to rest and relax over the holiday break and are ready to finish this academic year strong!

Ashlie Cox serves as the Kentucky Department of Education's SBDM consultant and has held this role since June 2015. Prior to beginning her employment with KDE, she worked as the information technology manager for two years at Frankfort Christian Academy. Ashlie has also been an instructional coach in the Boyle County school system and a reading recovery teacher at Eminence Elementary School in Eminence Independent. She has a bachelor's degree in elementary education from Murray State University and a master's degree in educational technology from Boise State University. Ashlie can be reached by email at [ashlie.cox@education.ky.gov](mailto:ashlie.cox@education.ky.gov) or by phone (502) 564-3791.



### Staffing allocations information

Tentative staffing allocations should be sent to school councils by March 1, with a final allocation date of May 1. If a district plans to revise its staffing formula for the 2019-2020 school year, it will need to send its updated staffing allocation worksheet to KDE for approval. These updates can be emailed to [Ashlie Cox](mailto:Ashlie.Cox@education.ky.gov). A sample staffing allocation worksheet can be found on the [SBDM Technical Documents](#) page under SBDM Staffing Allocations. Please allow time for KDE to review the allocations prior to May 1.



### Legislative update

At the December Kentucky Board of Education meeting, Commissioner Wayne Lewis declared his [top priorities](#) for the department. One SBDM priority is to return the authority of principal selection to local district superintendents while ensuring that school-based decision making councils play an advisory role. The shift in principal selection authority will allow for greater flexibility for district leaders to meet new accountability demands.

Another priority is to increase parental vote on SBDM councils by changing the composition of councils so that parents of students attending the school have at least as many voting council seats as teachers.



## Dates, locations set for 2019 regional SBDM coordinator and SBDM trainer endorsement trainings

The annual regional Kentucky Department of Education training dates and locations for school-based decision-making (SBDM) coordinators and SBDM trainers have been set. Next year the annual training will be conducted in person rather than through a webinar format. Each morning session will begin at 9 a.m. and end by noon local time. **All** coordinators and trainers (new and experienced) will need to attend one of the regional training sessions to maintain SBDM endorsement as a coordinator/trainer. Your attendance qualifies you to continue in your role as either the coordinator or trainer or in some instances fulfilling both roles for the 2019-2020 academic year. The chart below contains additional details regarding the trainings:

Regional Trainings	
Location and Address	Date
<i>Ohio Valley Educational Cooperative</i> 100 Alpine Road Shelbyville, KY 40065	Thursday, March 7
<i>Kentucky Department of Education</i> 300 Sower Blvd. Frankfort, KY 40601	Friday, March 8
<i>Kentucky Education Development Corporation</i> 118 James Court, Suite 60 Lexington, KY 40505	Tuesday, March 12
<i>Northern Kentucky Cooperative for Educational Services</i> 5516 E Alexandria Pike Cold Spring, KY 41076	Thursday, March 14
<i>Green River Regional Educational Cooperative</i> 230 Technology Way Bowling Green, KY 42101	Wednesday, March 20
<i>Pennyrile Forest State Resort Park</i> 20781 Pennyrile Forest State Park Road Dawson Springs, KY 42408	Thursday, March 21
<i>Kentucky Education Development Corporation</i> 904 Rose Road Ashland, KY 41102	Monday, March 25
<i>Laurel County Schools G.C. Garland Administration Building</i> 710 N. Main Street London, KY 40741	Thursday, March 28

The training sessions will offer a hands-on approach to school-based decision making work and will include the following topics: updated General Assembly information for 2019, KDE SBDM training module information and updates, Comprehensive Support and Improvement (CSI) and Targeted Support and Improvement (TSI) schools guidance and evidence-based practices. The sessions will serve as a networking opportunity for council coordinators and trainers to share what is working within their SBDM councils.

Due to space at training locations, attendance is limited to the district SBDM coordinator, a trainer and/or a designee. All training registrations will be on a first-come, first-served basis. A registration link will be sent out in a separate email. **The registration for each location will close after 45 participants have registered.**

## New coordinator/trainer webinars

In addition to the **SBDM coordinator and SBDM trainer endorsement trainings**, new coordinators and trainers (those beginning in their training roles after August 2018) will need to participate in an hour long webinar that will include the basics of SBDM councils, a review of the SBDM statute, and information on the KDE training materials available to you in your role. This webinar will help trainers transition into their new role by providing the information and tools needed to carry out trainer duties effectively. To register for a webinar, please email [Ashlie Cox](mailto:Ashlie.Cox@kde.ky.gov). The dates and times for the webinar are listed below:

<b>NEW COORDINATOR/TRAINER WEBINARS</b>	
Tuesday, Feb. 26	10 a.m. ET
Friday, March 1	1:30 p.m. ET
Tuesday, March 5	10:30 a.m. ET

<b>SBDM ROLE</b>	<b>TRAINING REQUIREMENTS</b>
<b>New and experienced</b> SBDM coordinators and SBDM trainers	Attend a live training. Registration information will be sent at a later date.
<b>New SBDM coordinators and trainers</b> (limited to those beginning in their coordinating and training roles after August 2018)	In addition to attending a live training in March, new coordinators/trainers must enroll in a webinar. Email <a href="mailto:Ashlie.Cox@kde.ky.gov">Ashlie Cox</a> to register for a training.

## CSIP Requirements

Once the council has approved the comprehensive school improvement plan (CSIP), [703 KAR 5:225](#) requires that the CSIP for each school is posted to the school's website. The following reports must be posted as part of the CSIP:

- Executive Summary
- Continuous Improvement Diagnostic for Schools
- Needs Assessment for Schools
- Closing the Achievement Gap Diagnostic
- Comprehensive Improvement Plan for Schools
- School Assurances

Also, any attachments included with those reports also must be uploaded so that the general public has access to the entire plan and accompanying contents.

## New high school graduation requirements

In a unanimous vote, the Kentucky Board of Education approved changes to the regulation on minimum graduation requirements for Kentucky students entering high school in 2019 and 2020 during its December board meeting. The changes made were in response to comments received from education stakeholders throughout the state. The requirements now will move through the remainder of the administrative regulations process, including review by two legislative committees, with a possible effective date of March 2019.

## Writing policy

The passing of [SB 1 \(2017\)](#) requires each school-based decision making council or, if there is no school council, a committee appointed by the principal to adopt policies that determine the writing program for its school and submit it to the Kentucky Department of Education (KDE) for review and comment. For the 2018-2019 school year, schools must complete their writing policies and **submit them electronically by Jan. 15.**

To meet this requirement, KDE has developed a guidance document, "[Guidelines for an Effective Writing Program,](#)" for schools to use when developing their writing policy. The writing program must incorporate a variety of language resources, technological tools and multiple opportunities for students to develop complex communication skills for a variety of purposes. The "[Writing Policy Rubric](#)" is available for schools to use to ensure alignment of the school's writing policy to the required components of the writing plan. More information can be found on the Writing Policy Submission page.

For additional questions, email [Pamela Wininger](#) or call her at (502) 564-2106, ext. 4509.



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