



Kudos to You

Thank you for your participation in this year's SBDM training for coordinators and trainers. While the virtual presentation was certainly different than the past method, it was just as effective and definitely more efficient! The work you do in your district and/or for councils around the state is commendable. Thank you!

Council's role with Program Reviews

As part of the recently approved changes to the Program Review system currently in place in A1 schools, there is now more emphasis on schools to make the Program Review a school-wide initiative. Assurances are now in place that **require the signature of the SBDM council**. Superintendents will sign separate assurances from the council.

By signing the assurance statements, school councils are documenting that foundational elements have been reviewed by school staff and are either in place or have been identified as areas of growth for the 2016-17 school year. By signing the assurances, council members are ensuring that review and approval occurred **prior** to the submission in ASSIST.

Program Reviews are a requirement of the following areas: K-3, writing program, visual and performing arts, practical living and career studies and global competency/world languages. Practical living and career studies and visual and performing arts are due in ASSIST; however, councils must sign the assurances for all five areas.

Documentation of the assurances are to be maintained on site. Assurances can be found [here](#). Principals are the responsible party for confirming completion in ASSIST.

The ASSIST program is now assigned to all A1 schools, as well as Kentucky School for the Blind and Kentucky School for the Deaf.

All schools may begin working within the program on both the school-wide assurances and the practical living and career studies and visual and performing arts reviews. All work in ASSIST **must be completed by June 15**; otherwise a deduction of 23 percent of a school's accountability will occur.

If you have any questions or issues with ASSIST, email [Jamee Barton](#) or call her at (502) 564-2106, ext. 4545.

Adoption of a nutrition/physical activity assessment tool

In December 2016, the Kentucky Board of Education (KBE) approved the Alliance for a Healthier Generation's Healthy Schools Program (HSP) assessment as a tool that each school district may use to evaluate its nutrition and physical activity environment. KRS 158.856 and KRS 160.345 require an annual assessment tool and public

reporting. This board-approved action was in response to a recommendation by the Office of Education Accountability as part of the [Recess and Physical Education \(K-5\) Report, published in November 2015](#).

Here is the legal requirements summary for KRS 158.856/KRS 160.345:

Conduct an annual evaluation of the nutrition and physical activity environment.

board of education must conduct a discussion of the findings of the nutrition report and physical activity report and seek public comments during a publicly advertised special board meeting or at the next regularly scheduled board meeting following the release of the nutrition and physical activity reports.

- By Jan. 31 of each year, the local board must hold an advertised public forum to present a plan to improve school nutrition and physical activities in the school district.
- By May 1 of each year, each school district must compile a summary of findings and recommendations and submit the summary to the KBE.

The Healthy Schools Program is

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an evidenced-based approach that each school and district may use for compliance with KRS 158.856 and KRS 160.345. In October 2016, the Kentucky Department of Education issued updated [guidance recommending the Healthy Schools Program](#) assessment. However, districts may choose to use their own assessment tool for annual reporting requirements. Each school district is required to compile a summary of findings and recommendations and submit the summary to the KBE along with a copy of the report that is posted to the district website prior to the public forum. Those reports are to be emailed to [Jamie Sparks](#) by May 1.

Non-voting council members and further guidance

SBDM councils wishing to include non-voting members must submit an alternative model application to the Kentucky Department of Education. The model should include, but not be limited to, a description of the membership, organization, duties and responsibilities of the school council. The school must submit the model through the local board of education to the commissioner of education and the Kentucky Board of Education, which shall have the final authority for approval. Additionally the

application for approval of the model must show evidence that it has been developed by representatives of the parents, students, certified personnel and the administrators of the school and that two-thirds of the faculty have agreed to the model (KRS 160.345).

If a council in your district has non-voting members currently serving, email SBDM Program Consultant [Natasha Napier](#). Additionally, if you need a copy of the alternative model application, email [Natasha Napier](#).

Database Review Process

The process for reviewing SBDM information entered into the database is different than in years past. Instead of the paper exchange that used to take place during the live sessions, we have streamlined the reviewing process into two easy-to-follow steps, which were outlined in an email sent to district SBDM coordinators. If you are an SBDM coordinator and did not receive that information, please contact [Natasha](#). Remember: Accuracy is key! This information is transferred into each school's School Report Card.

SBDM Funds Reminder

Allocations to School-Based Decision

Making Councils:

(13) Notwithstanding KRS 160.345(8), for fiscal years 2016-2017 and 2017-2018, a local board of education may reduce the allocations to individual schools within the district as outlined in 702 KAR 3:246, secs. 6, 7, and 8. The allocation under 702 KAR 3:246, sec. 6, shall not be less than \$100 per pupil in average daily attendance.

**Office of Next Generation
Schools and Districts**
Division of Consolidated Plans and Audits

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