



Senate Bill 1 (2017) guidance related to school assurances

The Kentucky Department of Education (KDE) is currently working to develop guidelines and school profile reports to fulfill the requirements of [Senate Bill 1 \(2017\)](#). For the 2017-18 school year, schools and districts must complete assurances online in the eProve system as part of school profile reporting requirements for the following areas: visual and performing arts, writing, world languages, primary program (K-3) and practical living and career studies.

A summary of the changes includes:

1. All assurances must be signed by members of the school council (or the principal if no school council exists) and the superintendent.
2. Assurances are housed in eProve and **will be available Dec. 15 for submission.**
3. All original assurances must be maintained on file at the local board office and made available to the public upon request.
4. All assurances need to be completed, submitted and approved by midnight **Feb. 28.**

For additional information, email [Jamee Barton](#) or call her at (502) 564-2106, ext. 4545.

Training deadline

The deadline to have your councils trained and the information loaded into the database was Nov. 1. If there was an issue getting your members entered before that deadline, please email [Ashlie Cox](#).

Non-voting council members

During last March's webinar for SBDM coordinators and trainers and as shared in the [April newsletter](#), SBDM councils wishing to include non-voting members must submit an alternative model application to KDE. 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 (KBE), which has 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 consultant [Ashlie Cox](#). Additionally, if you need a copy of the alternative model application, email [Ashlie Cox](#).

During the October KBE meeting, the KBE curriculum committee voted to approve an alternative model for Atherton High School (Jefferson County).

The review of the alternative model indicated compliance with the requirements of the school council alternative model regulation (702 KAR 5:100) and allows the SBDM council at Atherton to have two non-voting student members.

Continuous improvement

The development of goals, objectives, strategies, and activities is slated to take place during Phase III of the continuous improvement process (Nov. 1-Jan. 1) and will be conducted using [an offline template](#). Once completed to satisfaction, the document should be uploaded into the eProve platform using the Phase III Goal Builder Diagnostic. Users may add columns and rows as needed while staying within the basic framework of the template. eProve administrative users can manipulate the document as many times as desired throughout the course of the year, uploading the latest versions as often as desired.

The following continuous improvement reports should be completed during Phase III:

- Executive Summary
- Development of Goals and Objectives
- Development of Strategies and Activities
- School/District Equitable Access (ongoing)
- Closing the Achievement Gap Plan

When completing reports, please consider the following questions during this phase:

- How can we go from our current state to the desired state?
- How are we addressing critical needs specified in the needs assessment?
- Are strategies/activities aligned with needs?

So, what is the council's role with the continuous improvement process? KRS 160.345 (h)(2)(j) shares the following: "Each school council shall annually review data as shown on state and local student assessments required under KRS 158.6453. The data shall include but not be limited to information on performance levels of all students tested, and information on the performance of students disaggregated by race, gender, disability, and participation in the federal free and reduced price lunch program. After completing the review of data, each school council, with the involvement of parents, faculty, and staff shall develop and adopt a plan to ensure that each student makes progress toward meeting the goals set forth in KRS 158.645 and 158.645(1)(b) by April 1 of each year and submit the plan to the superintendent and local board of education for review as described in KRS 160.340. The Kentucky Department of Education shall provide each school council the data needed to complete the review required by this paragraph no later than October 1 of each year. If a school does not have a council, the review shall be completed by the principal with the involvement of parents, faculty, and staff."

Office of Continuous Improvement and Support

Division of Consolidated Plans and Audits

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