Kansas City Public Schools and Department of Elementary and Secondary Education

Regional School Improvement Team Meeting

Thursday, September 26, 2013
Goal 1: Academic & Subgroup Achievement

District will increase Academic and Subgroup Achievement in the four content areas.

District’s Targets for SY 2013-2014:
- English Language Arts MPI 303.7
- Mathematics MPI 301
- Science MPI 275.4
- Social Studies MPI 280.3

District Assessments:
- Acuity – DRA2 – NWEA

Semester Assessments:
- Quarterly EOCs Unit Assessments & Ed Performance Series

Annual State Assessments:
- EOC & MAP State Assessments
Road to Re-Accreditation

Assessment, Accountability and Academic Precision: Monitoring & Reporting
Schools

- Schools are informed of assessment windows by referencing elementary and secondary calendars

Assessment Coordinator

- If needed – communication with Assistant Superintendent for Assessment & School Leadership

School Level

- Building Level Reports
- Cabinet Reports
- Board Presentation
- RSIT Presentation
- MSIP 5 Committees

District Level

- Identify Trends
- Next Steps
- Building Interventions

Academic Team

- Next Steps
- Building Interventions
## Elementary Calendar

### SEPTEMBER 2013

<table>
<thead>
<tr>
<th>Sunday</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Saturday</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No School Holiday</td>
<td>Testing Window Begins</td>
<td>DRA2 Testing Window (Grades K-6)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Labor Day</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>No School Holiday</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>15</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>16</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>18</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>20</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>21</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>22</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>23</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>24</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>25</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>26</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>27</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>28</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>29</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>30</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Testing Windows:**
- **Acuity A:** Sept. 9th - Sept. 13th
- **Paper/Pencil:** Due Sept. 18th
- **TSA Literacy Testing:** Sept. 3rd - Sept. 7th
- **DRA2:** Aug. 19th - Sept. 13th

**Elementary School Calendar 2013-2014**

© 2012 Vertex42 LLC

Calendar Template by Vertex42.com
Road to Re-Accreditation

School Leadership:
Monitoring & Reporting
District Monitoring & Reporting

- Building Level Data Consults
- Building Walk-through—Monthly and Quarterly
- District SL team attend Focus & SIG meetings with DESE Representatives
- District Weekly Cabinet Reports
District Monitoring & Reporting

• BOE Friday Updates
• Weekly SL Meetings
• “Flipped” Meeting Concept
• Cabinet building visits and walk-through
Building Monitoring & Reporting

- Walk-throughs
- Teacher Conferencing & New Evaluation System
- Principal Monitoring of Data Teams
- Individual Building Plan for Re-Accreditation
Classroom Monitoring & Reporting

- Data Team
- Analysis of Student Achievement
- Micro-Teaching
Student & Parent/Guardian Monitoring & Reporting

• Tracking Forms

• Data Notebooks

• Piloting—Student-Led Conferences
Road to Re-Accreditation
Monitoring Progress of KCPS

Curriculum, Instruction and Professional Development
Dr. Green monitors district progress

Academic Division monitors the use of Curriculum, Instruction, Professional Development and Student Academic Progress of the schools

Principals monitor the use of Curriculum, Instruction, Professional Development and Student Progress in their building.

Data teams monitors the academic progress of students in their grade/content area

Teachers monitor academic progress of their students
Teachers monitor academic progress of their students

Data teams monitor the academic progress of students in their grade/content area

Principals monitor the use of Curriculum, Instruction, Professional Development and Student Academic Progress in their building.

Academic Division monitors the use of Curriculum, Instruction, Professional Development and Student Academic Progress of the schools

Dr. Green monitors district progress

Professional Development

Curriculum

Instruction
### Professional Development Components

<table>
<thead>
<tr>
<th>Components</th>
<th>Monitoring Approach</th>
</tr>
</thead>
<tbody>
<tr>
<td>Curriculum: Content, Resources, Assessment</td>
<td>• Classroom walk-throughs by principals, curriculum staff and peers using rubric</td>
</tr>
<tr>
<td></td>
<td>• Revised Educator Evaluation System</td>
</tr>
<tr>
<td></td>
<td>• Student Progress</td>
</tr>
<tr>
<td>Instruction: Strategies, Pedagogy, Engagement</td>
<td>• Classroom walk-throughs by principals, curriculum staff and peers using rubric</td>
</tr>
<tr>
<td></td>
<td>• Revised Educator Evaluation System</td>
</tr>
<tr>
<td></td>
<td>• Student Progress</td>
</tr>
<tr>
<td>Professional Learning Communities: Data Teams</td>
<td>• State and District rubric used by RPDC and Certified Trained District Staff</td>
</tr>
</tbody>
</table>
## Curriculum Components

<table>
<thead>
<tr>
<th>Components</th>
<th>Monitoring Approach</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alignment to State and Common Core Standards</td>
<td>• Evaluation of curriculum by outside experts</td>
</tr>
<tr>
<td>Learning progressions including the highly tested GLEs and CLEs</td>
<td>• Classroom walk-throughs by principals and curriculum staff to make sure pacing guides are being followed</td>
</tr>
<tr>
<td>Resources</td>
<td>• Viewing lesson plans</td>
</tr>
<tr>
<td></td>
<td>• Monitoring the use of the digital resources electronically</td>
</tr>
<tr>
<td></td>
<td>• Classroom visits by curriculum staff to make sure resources are being used to support the curriculum</td>
</tr>
<tr>
<td>Quarterly/Unit Assessments aligned to targets</td>
<td>• Evaluation of curriculum by outside experts</td>
</tr>
<tr>
<td>Components</td>
<td>Monitoring Approach</td>
</tr>
<tr>
<td>----------------------------------------</td>
<td>-------------------------------------------------------------------------------------</td>
</tr>
</tbody>
</table>
| Pacing                                 | • Classroom observations  
                                           • Schedules follow recommended minutes |
| Use of Research-Based Strategies       | • Data Cycles  
                                           • Weekly lesson plans  
                                           • Revised Educator Evaluation System  
                                           • Classroom walk-throughs |
| Use of District-Adopted Resources      | • Weekly lesson plans  
                                           • Classroom walk-throughs  
                                           • Program usage data reports |
| Student Engagement                     | • Student surveys  
                                           • Principal observations  
                                           • District walk-throughs |
Steps of the Monitoring System

• Data is collected by the Curriculum Staff
• Data is analyzed by the Curriculum Staff
• Data is shared with the Building Administrators and School Leadership
• Adjustments are made in the work as needed
• Reports are given to Principals, School Leadership, Cabinet, and Dr. Green. These reports correspond to district testing dates.
Road to Re-Accreditation Monitoring Progress of KCPS

Literacy Plan
## Monitoring of the Secondary Literacy Plan

<table>
<thead>
<tr>
<th>Monitoring</th>
<th>Timeline</th>
<th>Monitoring Form</th>
<th>Monitoring By</th>
</tr>
</thead>
<tbody>
<tr>
<td>Differentiated</td>
<td>Monthly</td>
<td>Walk-through reports</td>
<td>Curriculum, Leadership, Principals</td>
</tr>
<tr>
<td>Best Practices</td>
<td>Monthly</td>
<td>Walk-through reports</td>
<td>Curriculum, Leadership, Principals</td>
</tr>
<tr>
<td>Classroom Environment</td>
<td>Monthly</td>
<td>Walk-through reports</td>
<td>Curriculum, Leadership, Principals</td>
</tr>
<tr>
<td>Classroom Organization</td>
<td>Monthly</td>
<td>Walk-through reports</td>
<td>Curriculum, Leadership, Principals</td>
</tr>
<tr>
<td>Resources</td>
<td>Monthly</td>
<td>Walk-through reports</td>
<td>Curriculum, Leadership, Principals</td>
</tr>
<tr>
<td>Weekly Formative</td>
<td>Weekly</td>
<td>Assessment Data</td>
<td>Leadership, Principals</td>
</tr>
<tr>
<td>Quarterly Assessments</td>
<td>Quarterly</td>
<td>Assessment Data</td>
<td>Assessment, Leadership, Principals</td>
</tr>
<tr>
<td>Ed Performance</td>
<td>Fall, Winter, Spring</td>
<td>Monitoring the administration of the assessments. The data will be used to drive instruction.</td>
<td>Assessment, Leadership, Principals</td>
</tr>
<tr>
<td>SRI</td>
<td>Fall, Winter, Spring</td>
<td>Monitoring the administration of the assessments. The data will be used to drive instruction.</td>
<td>Assessment, Leadership, Principals</td>
</tr>
<tr>
<td>Acuity</td>
<td>Fall, Winter, Spring</td>
<td>Monitoring the administration of the assessments. The data will be used to drive instruction.</td>
<td>Assessment, Leadership, Principals</td>
</tr>
<tr>
<td>MAP/EOC</td>
<td>End of Year</td>
<td></td>
<td>Assessment, Leadership, Principals</td>
</tr>
<tr>
<td>Data Teams</td>
<td>Monthly</td>
<td>Data Cycle Forms</td>
<td>Assessment, Leadership, Principals</td>
</tr>
<tr>
<td>Close Reading (2nd Qt)</td>
<td>Monthly</td>
<td>Walk-through reports</td>
<td>Curriculum, Leadership, Principals</td>
</tr>
<tr>
<td>Content Writing</td>
<td>Monthly</td>
<td>Walk-through reports</td>
<td>Curriculum, Leadership, Principals</td>
</tr>
<tr>
<td>Instructional Coaches</td>
<td>Monthly</td>
<td>Data Consults</td>
<td>L. Gowin, T. Davis, A. Blancarte</td>
</tr>
<tr>
<td>Curriculum Monitoring</td>
<td>Monthly</td>
<td>Walk-through reports</td>
<td>Curriculum</td>
</tr>
<tr>
<td>ELL</td>
<td>Monthly</td>
<td>Assessment Data</td>
<td>A. Hile, Principals</td>
</tr>
<tr>
<td>Pylons</td>
<td>Quarterly</td>
<td>Assessment Data</td>
<td>A. Blancarte, Principals</td>
</tr>
<tr>
<td>SPED</td>
<td>Quarterly</td>
<td>Assessment Data</td>
<td>M. Sherman, Principals</td>
</tr>
</tbody>
</table>

Instruction | Assessment | Intervention |
### KCPS Literacy Focus Areas—Secondary

<table>
<thead>
<tr>
<th>Months</th>
<th>September-October</th>
<th>November-December</th>
<th>January-February</th>
<th>March-April</th>
</tr>
</thead>
<tbody>
<tr>
<td>District Focus</td>
<td>Drawing Conclusion</td>
<td>Inferring</td>
<td>Argumentative Writing</td>
<td>Informational Text</td>
</tr>
<tr>
<td>Building Focus</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instructional Focus</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>for ALL Secondary</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Curriculum</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Integration of Digital Resources</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reading Literature and Informational Text</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Differentiation</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Writing and Writing in the Content Areas</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- Monthly focus area for data teams and professional development
- Use of formative assessments weekly to track student progress on focus area
- Data consults held to report progress on focus areas to School Leadership
- School Leadership reports progress to Cabinet/Dr. Green
- Bi-monthly one-on-one meetings with Dr. Green
- Weekly academic division meetings
Building Literacy Team: Principal, VP, IC, Teachers, Support Staff

Diagnostic Assessments: Reading Lexile & Writing Sample

PD: Unpacking of the Data
PD: Job-Embedded Research-Based: Whole School/Content Level/Grade Level

Response to Intervention
PD: Unpacking of the Data
PD: Job-Embedded Research-Based: Whole School/Content Level/Grade Level

Focused Collaboration: Whole Staff
PD: Unpacking of the Data
PD: Job-Embedded Research-Based: Whole School/Content Level/Grade Level

On-going Formative Assessment to Adjust Instruction
Progress Monitoring of Teacher Implementation and Student Achievement
## Monitoring of the Elementary Literacy Plan

<table>
<thead>
<tr>
<th>Monitoring</th>
<th>Timeline</th>
<th>Monitoring Form</th>
<th>Monitoring By</th>
</tr>
</thead>
<tbody>
<tr>
<td>Small Group Instruction</td>
<td>Monthly</td>
<td>Walk-through reports</td>
<td>Curriculum, Leadership, Principals</td>
</tr>
<tr>
<td>Practice Stations</td>
<td>Monthly</td>
<td>Walk-through reports</td>
<td>Curriculum, Leadership, Principals</td>
</tr>
<tr>
<td>Literacy Block</td>
<td>Monthly</td>
<td>Walk-through reports</td>
<td>Curriculum, Leadership, Principals</td>
</tr>
<tr>
<td>Classroom Environment</td>
<td>Monthly</td>
<td>Walk-through reports</td>
<td>Curriculum, Leadership, Principals</td>
</tr>
<tr>
<td>Classroom Organization</td>
<td>Monthly</td>
<td>Walk-through reports</td>
<td>Curriculum, Leadership, Principals</td>
</tr>
<tr>
<td>Resources</td>
<td>Monthly</td>
<td>Walk-through reports</td>
<td>Curriculum, Leadership, Principals</td>
</tr>
<tr>
<td>Weekly Formative</td>
<td>Weekly</td>
<td>Assessment Data</td>
<td>Leadership, Principals</td>
</tr>
<tr>
<td>Unit Assessments</td>
<td>6 Week</td>
<td>Assessment Data</td>
<td>Assessment, Leadership, Principals</td>
</tr>
<tr>
<td>DRA2</td>
<td>Fall, Winter, Spring</td>
<td>Monitoring the administration of the assessments. The data will be used to drive instruction.</td>
<td>Assessment, Leadership, Principals</td>
</tr>
<tr>
<td>SRI</td>
<td>Fall, Winter, Spring</td>
<td>Assessment Data</td>
<td>Assessment, Leadership, Principals</td>
</tr>
<tr>
<td>Acuity</td>
<td>Fall, Winter, Spring</td>
<td>Assessment Data</td>
<td>Assessment, Leadership, Principals</td>
</tr>
<tr>
<td>NWEA</td>
<td>Fall, Winter, Spring</td>
<td>Assessment Data</td>
<td>Assessment, Leadership, Principals</td>
</tr>
<tr>
<td>MAP</td>
<td>End of Year</td>
<td>Assessment Data</td>
<td>Assessment, Leadership, Principals</td>
</tr>
<tr>
<td>Data Teams</td>
<td>Monthly</td>
<td>Data Cycle Forms</td>
<td>Assessment, Leadership, Principals</td>
</tr>
<tr>
<td>Close Reading (2nd Qt)</td>
<td>Monthly</td>
<td>Walk-through reports</td>
<td>Curriculum, Leadership, Principals</td>
</tr>
<tr>
<td>Content Writing</td>
<td>Monthly</td>
<td>Walk-through reports</td>
<td>Curriculum, Leadership, Principals</td>
</tr>
<tr>
<td>Reading Interventionists</td>
<td>Monthly</td>
<td>Assessment Data</td>
<td>Curriculum, Principals</td>
</tr>
<tr>
<td>Instructional Coaches</td>
<td>Monthly</td>
<td>Data Consults</td>
<td>L. Gowin, T. Davis, A. Blancarte</td>
</tr>
<tr>
<td>Curriculum Monitoring</td>
<td>Monthly</td>
<td>Walk-through reports</td>
<td>Curriculum</td>
</tr>
<tr>
<td>ELL</td>
<td>Monthly</td>
<td>Assessment Data</td>
<td>A. Hile, Principals</td>
</tr>
<tr>
<td>SPED</td>
<td>Quarterly</td>
<td>Assessment Data</td>
<td>M. Sherman, Principals</td>
</tr>
<tr>
<td>Pylons</td>
<td>6 Weeks</td>
<td>Writing Rubric</td>
<td>A. Blancarte, Principals</td>
</tr>
</tbody>
</table>
### KCPS Literacy Focus Areas—Elementary

<table>
<thead>
<tr>
<th>Months</th>
<th>September-October</th>
<th>November-December</th>
<th>January-February</th>
<th>March-April</th>
</tr>
</thead>
<tbody>
<tr>
<td>District Focus</td>
<td>Drawing Conclusion</td>
<td>Inferring</td>
<td>Argumentative Writing</td>
<td>Informational Text</td>
</tr>
<tr>
<td>Building Focus</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instructional Focus for ALL Elementary</td>
<td></td>
<td>Small Group Instruction</td>
<td>Engagement</td>
<td>Practice Stations</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Writing</td>
</tr>
</tbody>
</table>

- Monthly focus area for data teams and professional development
- Use of formative assessments weekly to track student progress on focus area
- Data consults held to report progress on focus areas to School Leadership
- School Leadership reports progress to Cabinet/Dr. Green
- Bi-monthly one-on-one meetings with Dr. Green
- Weekly academic division meetings
Building Literacy Team: Principal, Lead ELA, IC, RI, Teacher, Consultant

- Individualized Plan for Students
- Adjust Instruction based on Student Needs
- Progress Monitoring
- Small Group Instruction
- PD: DRA2 Administration
- PD: Analyze DRA2 Data in Data Teams
- PD: Progress Monitoring
- PD: Literacy Instruction
- PD: Small Group Instruction
- PD: Planning Based on Data
- PD: Literacy Instruction
Questions
Superintendent’s Monitor – Goal #5

- Superintendent sets expectations for Cabinet which includes a process for appropriate notifications
- Superintendent has created an environment of teamwork
- Superintendent is involved in all preparation meetings (Board of Education, RSIT, Community Groups)
- Monthly Revenue / Expense reports
- Bi-Weekly, one on one, meetings between Superintendent & CFO
- Annual meeting with external auditor
- Superintendent approval on all budget transfers, within same fund, over $25,000
- Monthly budget reports available to Superintendent
- Superintendent monitor, with CFO, all purchasing activity – including MBE/WBE participation
- Closely track local tax collections
- Closely track all economic development / tax incentive projects
- Directly involved in long range capital projects funding
- Superintendent has his hands on the pulse of the operations of the District
Indicators of Financial Stability

Fund Balance FY 2011 – FY 2013
Comprehensive, Student Activity, & Compensated Absences

- Undesignated Fund Balance: 24%
- 25%
- 0
- 2
- 4
- 6
- 8
- 10
- 12
- 14
- 16
- 18
- 20

Year:
- 2008
- 2009
- 2010
- 2011
- 2012
- 2013

Compliance Audit – Number of Findings for the Past 6 Years
(Zero findings in 2012 & 2013)

- Anticipated

Compensated Absence Obligation
- 100%
- 90%
- Must be < 15%

Debt Ratio
- 2%
- 15%

Undesignated Fund Balance
- 25%
- 24%
FY2015 Priorities to Improve Student Achievement & Maintain a Balanced Budget

- Full year expense of one-to-one initiative
- Two new community schools with emphasis on pre-K instruction
- Two new Middle Schools
- Partial opening of Hale Cook Elementary
- Comprehensive ISS/OSS absence programs
- Expand HS electives
- Tutoring program expansion
- Implementation of Master Facilities Plan
- Employee recruitment practices

- Expand HS Higher Ed options
- Expand activity and athletic programs
- PD emphasis on:
  - One-to-one
  - Teacher assessment
  - Common Core
- Salary increase
- Fringe benefit awareness as part of total compensation- National health care reform
- Implementation of Capital Improvement Plan and Energy Management Program
- Implement safety and security plan
FY2015 Potential Revenue Sources

• Turnover Savings from new teachers and administrators over the past two years
• Eliminate Administrative Support Positions
• Eliminate Outdated Instructional Materials
• Eliminate Unnecessary Contracts
• Create Technology Efficiencies
• Energy Management Savings - Utilities
• Shift Operating Expenses to Capital - In-House Construction Crew
• Alter Legal Strategy by Moving to In-House Counsel
• Invest Re-purposing Proceeds in Capital
• Pay-off Old Bonds
• Tighten Human Resource Policies - FMLA, Leave
• Develop and Live by a Strict “Business Code of Conduct”
KCPS Business Code of Conduct

Purpose: All members of the Board of Directors, administrators, teachers, staff, students, and affiliates are responsible for a commitment to compliance with state and federal law, and maintaining ethical standards of KCPS and the broader community in which we live. KCPS values integrity, honesty, and fairness, and strives to model and integrate these values into its teaching and business practices.

Applicability: The Code of Conduct applies to:

- The Board of Directors;
- The Superintendent and Cabinet Members;
- Administrators;
- Teachers;
- Staff;
- Students; and
- When required by contract, consultants, vendors, and contractors when they are doing business with KCPS.
KCPS Business Code of Conduct

Conflicts of Interest
• Gifts and Gratuities (Policy addresses the prohibition against any and all gifts and gratuities, to or from vendors, consultants, and contractors, including money, meals, travel, clothing, tickets, etc.)
• Kick-backs prohibited
• Outside Employment or personal dealing
• Family Members (Policy addresses the rules regarding either employing or doing business with family members)
• Political Activity
• Cronyism prohibited

Personal Use of Company Assets
• KCPS resources, including time, supplies, equipment, discounts, purchasing cards, petty cash, tax-exempt status, and information, are provided for KCPS business use only.

Financial Reporting
• All KCPS accounts, financial reports, tax returns, expense reimbursements, time sheets, and other documents, including those submitted to government agencies must be accurate, clear, and complete.
KCPS Business Code of Conduct (Con’t.)

Compliance with Laws, Rules and Regulations
Confidentiality and Privacy
• FERPA
• Sunshine Law
• Disclosure of Confidential Information
• Personnel Records / Information

Reporting of any Illegal or Unethical Behavior
• EthicsPoint Hotline

Compliance Procedures
Questions
Feedback

Questions from blue cards –

1. What are we doing to provide fine arts? Why no discussion of this area?
RSIT Breakout Discussion
Feedback/Requests
Monthly Meeting Date