Building Needs Assessment

Dr. Clint Schutte & Jennifer Reed
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Purpose

Legislation Passed:

- HB 2567
- Review state assessment results
- Complete Needs Assessment
    - Timeline: Each year prior to the budget meeting

Tied to Finance

- SS for HB 2567 = **51 pages**
- State assessment/needs assessment budget review = **3 paragraphs**
- May seem like a refocus on state assessments; much more than that: •Capacities •Personnel •Facilities …
- Budget actions

State Assessments Review

Requirements

The USD board of education should review state assessment results and document the following:

(A) The barriers that must be overcome to have all students achieve proficiency above level 2 for grade level academic expectations on state assessment.

(B) any budget actions, including, but not limited to, recommendations on reallocation of resources that should be taken to address and remove barriers identified in (A).

(C) the amount of time the USD board of education estimates it will take for all students to achieve proficiency above level 2 for grade level academic expectations on the state assessment if such budget actions are implemented.

The USD board of education should review data on student performance and then consider the curriculum, staffing, building, student, family and community needs.

The State Assessments Review must be posted on the USD website and a copy should be kept on file at the USD administrative offices.

So Far...

- ✓ Prepped Principals to complete the Needs Assessment
- ✓ Learning Services will help with data collection
- ✓ Discussed Timelines with Administrators



District:

Based upon your schools Needs Assessment and State Assessment results, please identify the following:

(A) The barriers that must be overcome for each student to achieve grade level proficiency on assessments
(B) The budget actions that should be taken to address and remove those barriers
(C) The amount of time the board estimates it will take for each student to achieve grade level proficiency on the state assessments if the budget actions would be implemented.

Board President

Date

School	Grades Served	(A) Barriers Related to Student Needs	(B) Budget Actions	(C) Time for students to Achieve	Board Rationale/Comments
Campus High School					
Haysville High School					
Haysville Middle School					
Haysville West Middle School					
Tri-City Day School					
Freeman Elementary School					
Nelson Elementary School					
Oatville Elementary School					
Prairie Elementary School					
Rex Elementary School					
Ruth Clark Elementary School					

Next Steps

- August 15th: Workday
  - **Note**: We will bring strategies to you to meet the academic & SEL needs of the students as well as the data to support it so you can complete the process.
- September 1st: Principals submit their work
- Post 21-22 Needs Assessment on website
- Begin work on 22-23 Needs Assessment

BUILDING NEEDS ASSESSMENT & STATE ASSESSMENTS REVIEW

Guidance & Budget Usage

INCORPORATING INTO THE BUDGET PROCESS

Section 12 of 2022 Senate Sub for HB 2567 amends K.S.A. 72-1163 starting July 1, 2022, and each year after, as follows:

- the USD board of education shall publish the conducted needs assessment and state assessment review to the USD website; a copy of both should be kept on file at the USD administrative offices.
- The required notice to be published per K.S.A. 79-2929 (Code 99), and amendments thereto, shall now also include a statement that the needs assessment and state assessment review is on file at the USD administrative offices.
- In the minutes of the meeting at which the USD board of education approves its annual budget, the following shall also be included:
    - that the needs assessment was provided to the USD board of education
    - that the needs assessment was evaluated by the USD board of education
    - how the USD board of education used the needs assessment in the approval of the USD budget.
- The USD board of education shall review state assessment results and, as a part of the review, shall document the following:
    - The barriers that must be overcome to have all students achieve proficiency above level 2 for grade level academic expectations on state assessments.
    - any budget actions, including, but not limited to, recommendations on reallocation of resources that should be taken to address and remove barriers identified in (A)
    - the amount of time the USD board of education estimates it will take for all students to achieve proficiency above level 2 for grade level academic expectations on the state assessments if such budget actions are implemented.



Building Needs Assessment

Requirements

The USD board of education must complete a needs assessment of each attendance center within the USD. A tracking document should be used (may use KSDE template) and should include important questions to monitor the data and progress of the building, evaluate curriculum, staffing and facility needs as well as other important items to consider for the continued growth of the school. Per K.S.A. 72-1163, the needs assessment should also track the progress of the attendance center to meet the goal set forth in K.S.A. 72-3218(c) (State Board of Education's Outcomes and Educational Capacities aka Rose Capacities).

The Needs Assessment for each school must be used by the USD board of education when approving the annual Budget and must be available at the USD administrative offices and posted to the USD website.

The minutes of the meeting at which the board approves the annual Budget, should include that each building's needs assessments that the needs assessment was provided to, and evaluated by, the USD board of education and how the USD board of education used the needs assessment in the approval of the USD budget

Suggestions

Leadership at each attendance center should evaluate their needs assessment through usual district procedures (i.e. Teacher Leadership Teams, Site Councils, Building Leadership Teams, Professional Learning Communities, etc.) and submit to district leadership for consideration. District leadership will use the needs assessment completed by each attendance center to create the USD official needs assessment by building that may then be shared with the USD board of education.

CAUTION: If using local data, be sure there is no personally identifiable information within the needs assessment.

Resources

KSDE's Data Central will be the best resource. Please also reference the "Resources" tab on the Excel Template for more resources.

State Assessments Review

Requirements

The USD board of education should review state assessment results and document the following:

(A) The barriers that must be overcome to have all students achieve proficiency above level 2 for grade level academic expectations on state assessment.

(B) any budget actions, including, but not limited to, recommendations on reallocation of resources that should be taken to address and remove barriers identified in (A).

(C) the amount of time the USD board of education estimates it will take for all students to achieve proficiency above level 2 for grade level academic expectations on the state assessment if such budget actions are implemented.

The USD board of education should review data on student performance and then consider the curriculum, staffing, building, student, family and community needs.

The State Assessments Review must be posted on the USD website and a copy should be kept on file at the USD administrative offices.

Suggestions

Leadership at each attendance center may evaluate their buildings state assessments through normal district procedures (i.e. Teacher Leadership Teams, Site Councils, Building Leadership Teams, Professional Learning Communities, etc.) and submit to district leadership for consideration. District leadership will use the state assessments review from each attendance center to create the USD official state assessments review that may be shared with the USD board of education. The board will then adopt the USD official state assessment review.

Resources

KSDE's Data Central will be the best resource, specifically the Performance Accountability Report. Please refer to the "Resources" tab on the Excel Template for a list of all resources.



Templates

KSDE has created a template for districts to use in order to help make these new requirements as easy as possible. USDs can download the template in Excel (Word & PDF coming soon). There are two parts to each template: Building Needs Assessment & State Assessments Review.

Note: If using the Excel Template, users can fill out information on the District Info tab, which will fill-in throughout the template.

Building Needs Assessment

The questions within the KSDE template are suggestions only, however, the following questions with a light green background are specifically mentioned in K.S.A. 72-1163 (3) as stated above. KSDE also suggests including the questions below with a light red/pink background to support Section 12, paragraph (2) (B) of 2022 Senate Sub for HB 2567. Otherwise, USDs can use some or all of the questions in the templates or may continue to use a Building Needs Assessment template they are already using.

o.	Reviewing state assessment data, what steps are you taking for all students to maximize their scores?
p.	Have you set targets/goals to move students out of proficiency Levels 1 and 2 on state assessments?
c.	Is every child in your school provided at least the following capacities?
1.	Sufficient oral and written communication skills to enable students to function in complex and rapidly changing civilization.
2.	Sufficient knowledge of economic, social, and political systems to enable students to make informed choices.
3.	Sufficient understanding of governmental processes to enable the student to understand the issues that affect his or her community, state and nation.
4.	Sufficient self-knowledge and knowledge of his or her mental and physical wellness.
5.	Sufficient grounding in the arts to enable each student to appreciate his or her cultural and historical heritage.
6.	Sufficient training or preparation for advanced training in either academic or vocational fields so as to enable each child to choose and pursue life work intelligently.
7.	Sufficient levels of academic or vocational skills to enable students to compete favorably with their counterparts in surrounding states, in academics or in job market.

Each attendance center within the district must have a needs assessment. If using the Excel template, there will need to be a Needs Assessment worksheet tab for each school.

Tip: On the Excel template, it's suggested to edit the "Needs Assessment" tab to suit USD preference and then make a copy of the tab for each school.

State Assessment Review

The KSDE template has fields to enter the attendance center name, grade levels served, barriers, budget actions and time for students to achieve. As suggested above, the leadership team at each building may organize their own state assessments review. The Excel template includes "Bldg 1 State Assessments Review", which may be filled out by building leadership in order to help USD leadership complete the official State Assessments Review ("BOE State Assessments Review" tab on Excel template).

Tip: For Excel template, you may copy the "Bldg 1 State Assessments Review" tab so there is a separate tab for all attendance centers within the USD.

Note: Only one state assessment review report is *REQUIRED* to be completed by the USD board of education (this is the "BOE State Assessments Review" tab on the Excel template). It is up to the USD to decide if they want each buildings leadership team to complete a building level state assessments review ("Bldg 1 State Assessments Review" tab on Excel template) for district leadership to use when creating the USD official state assessments review ("BOE State Assessments Review" tab on the Excel template).

For more information, contact:

Dale Brungardt
Director of School Finance

(785) 296-3872
dbrungardt@ksde.org

Kansas State Department of Education
900 S.W. Jackson Street, Suite 356
Topeka, Kansas 66612-1212

(785) 296-3201
www.ksde.org

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