

Roles and Responsibilities

COMMUNITY SUPPORT FOR STUDENTS & FAMILIES BRANCH (CSSF) DIVISION OF LEADERSHIP & INSTRUCTIONAL SUPPORT OFFICE OF LEADERSHIP & SCHOOL IMPROVEMENT

SHAUN MURPHY, BRANCH MANAGER, email: smurphy@kde.state.ky.us

Current responsibilities:

Responsible for the management and leadership of a number of related State and Federally funded programs and services that provide and advocate community support for students and families. The team he manages includes five program consultants, an administrative data management specialist and an administrative support secretary. The services provided by the CSSF team include organizing and delivering statewide training programs, technical assistance, monitoring and evaluation services. The main programs and services are:

- Community Education

87 Community Education Directors in 126 + school districts with \$1.8 million of State funding pa.

- 21st Century Community Learning Centers

91 grantees, 300 + staff in 140 schools. Federal funding of \$13.1 million pa.

- Service Learning

\$264,774 of Federal funding to 87 grantees.

- Family Resource & Youth Services Centers

KDE liaison with the Office of FRYSCs, and assisting with monitoring, training & technical assistance to 783 FRYSC centers.

- Parental involvement

Agenda & facilitating Commissioner's Parents' Advisory Council. Telephone inquiries.

- School volunteers

KDE liaison & collaboration with School Volunteer Organizations.

- Virtual learning courses

Community and Family Engagement Course for superintendents and administrators is currently in trial stage.

He is a member of the KCEA Board, the State School Safety Assessment Team, the Governor's ELO Summit Team, and the State Youth Development Task Force.

LINDA ROBINSON, PROGRAM CONSULTANT, email: _____

Current responsibilities

- 21st Century Community Learning Center Program Consultant and State Coordinator for this Federally funded program involving planning and implementing the State training program, program design and evaluation, technical assistance, monitoring and servicing the needs of the State Advisory Committee.

- Other duties include program support for the FRYSC program and parental involvement and membership of the KDE GAP team. Also serves as a KDE Board member of the KIN-Care State Steering Committee and the Kentucky School-Age Child Care Coalition.

JAYNE GRIFFIN, ADMINISTRATIVE SPECIALIST III, email:

Current responsibilities

Provides administrative support to the State 21st CCLC program and the Service Learning program. Serves as the branch's Technology Point of Contact (TPOC).

OTHER PROGRAM CONSULTANTS IN THE DIVISION OF LEADERSHIP & INSTRUCTIONAL SUPPORT

STEPHANIE LUCAS CHRISTENSON, PROGRAM CONSULTANT

Current responsibilities

- **Community Education Program Consultant** for the State Community Education Program involving planning and implementing the State training program, program design & accountability, technical assistance, monitoring and servicing the needs of the State Advisory Council. Member of KCEA Board
- **Professional development training** for Community Education Directors, OSLE staff and KDE staff whose work involves community and family engagement.
- **Other duties** include program support for Service Learning program and 21st CCLC program. Scholastic Review Editor.

JOAN HOWARD, PROGRAM CONSULTANT

Current responsibilities

- **Service Learning Program Consultant** for this federally funded program involving program design and implementation, training, technical assistance and monitoring.
- **Family Resource & Youth Services Centers** - KDE Liaison, training and monitoring role for this State funded program. Member of FRYSC Management Team.
- **Kentucky Coalition of School Volunteer Organizations** - KDE liaison and Board Member.
- **Virtual learning** developing virtual learning courses
- **Other duties** include program support for the 21st CCLC program, Community Education and parental involvement.

TERRY VANCE, PROGRAM CONSULTANT

Current responsibilities

- **Community health education development** for the 21st CCLC and FRYSC health components and for the Community Education and Service Learning programs. Assistance with implementation of Local District Wellness Policies.
- **Legislation and regulation Interpretation and policy development** for 21st CCLC, Community Education and Service Learning programs.
- **Other duties** include financial program management for the 21st CCLC program and program support for the Community Education and Service Learning programs.

BRIGETTE COMBS-STACY, PROGRAM CONSULTANT

Current responsibilities

- **Character education development** across Service Learning, Community Education, 21st CCLC and FRYSC programs.
- **Parental Involvement** advisory & liaison services to encourage family involvement in children's education. Assistance with facilitating Commissioner's Parents' Advisory Council.
- **Other duties** include program support and monitoring for 21st CCLC, Community Education, Service Learning, FRYSCs, community health education development, serving on Safe School Assessment Teams for CSS, CSH Interagency Team, UNITE Liaison and community coalition development.

Brigette is regionally based in the UK technology Center in West Liberty: 606 743 4005 Ext 204

LEAH SMITH, ADMINISTRATIVE SECRETARY I

Current responsibilities

Provides secretarial and administrative support to the CSSF Branch.