

# ***School Improvement Grants Technical Assistance Session Cohort 3***

February 2014

## **PLEASE NOTE:**

- To ensure your audio is working, run the audio setup wizard: *Click Tools-> Audio -> Audio Setup Wizard*
- The webinar will be recorded
- How the Q&A will work:
  - Participants will submit questions throughout the session by typing a question into the chat box and sending it to the moderator
  - Questions will be collected and answered during the second half of the webinar
- FYI - All chat conversations can be seen by moderators

# Who is joining us today?

**Director of  
School  
Improvement**

Rochelle Sinclair

**SIG Program  
Officers**

Michelle Dupree-Wigfall, Eileen Burch, Frank Basso

**Office of  
Grants  
Management**

Pat Shay, Selina Forman

# Agenda

- Welcome & Introductions
- SIG Program Overview
- Application Components
- Evaluation Process
- Budget Requirements
- Timeline
- Q&A

## Our goals:

- 1) Provide a summary of key technical assistance points with respect to the grant application and program.
  - Note: these points are addressed comprehensively in the NGO document.
- 2) Answer questions regarding the application and program.

# Welcome

“Our money was not a gift. It was an investment. It shows people beating the odds (through) systematically creating an opportunity for young people... This is extraordinarily important work, and it is by no means easy.”

– Arne Duncan, Secretary of Education  
November 2013, Essex County Vocational – West Caldwell Tech

# Overview of Grant Program

- Authorized under section 1003(g) of Title I Elementary and Secondary Education Act (ESEA)
- Grants to state educational agencies (SEAs) to make competitive grants to local education agencies (LEAs)
- LEAs must demonstrate greatest need for the funds and strongest commitment to use the funds in order to raise student achievement in lowest-performing schools
- Eligibility: Priority schools not currently receiving SIG funds
- LEAs must implement one of the following four school intervention models in each Priority school it chooses to serve:

Turnaround

Transformation

Restart

Closure

# Turnaround Model

## Teachers and Leaders

- Replace principal
- Measure the effectiveness of and select staff for school (rehire no more than 50% of existing staff)
- Implement strategies to recruit, place and retain staff

## Instructional and Support Strategies

- Select and implement an instructional model based on student needs
- Provide job-embedded PD designed to build capacity and support staff
- Ensure continuous use of data to inform and differentiate instruction

## Time and Support

- Provide *increased learning time*
- Provide social-emotional and community-oriented services and supports

## Governance

- Adopt a new governance structure
- Grant operating flexibility to school leader

# Transformation Model

## Teachers and Leaders

- Replace principal (if 2+ years in school)
- Implement rigorous evaluation system for teachers and principals
- Identify and reward staff who are increasing student outcomes; support and then remove those who are not
- Implement strategies to recruit, place and retain staff

## Instructional and Support Strategies

- Select and implement an instructional model based on student needs
- Provide job-embedded professional development designed to build capacity and support staff
- Ensure continuous use of data to inform and differentiate instruction

## Time and Support

- Provide *increased learning time*
- Provide ongoing mechanism for community and family engagement
- Partner to provide social-emotional and community-oriented services and supports

## Governance

- Provide sufficient operating flexibility to implement reform
- Ensure ongoing technical assistance and support

# Restart Model

LEA converts a school or closes and reopens a school under a charter school operator, a charter management organization (CMO), or an education management organization (EMO) that has been selected **through a rigorous review process.**

A restart model must enroll, within the grades it serves, any former student who wishes to attend the school.

A rigorous review process could take such things into consideration as an applicant's leadership team, track record, instructional program, model's theory of action, sustainability.

As part of this model, a State must review the process the LEA will use/has used to select the partner.



# Closure Model

School closure occurs when an LEA closes a school and enrolls the students who attended that school in other schools in the LEA that are **higher achieving**.

Other schools should be within reasonable proximity to the closed school and may include, but are not limited to, charter schools or new schools for which achievement data are not yet available.

# Additional Project Requirements

- Increased learning time is a required component for turnaround and transformation models
  - Must be available to all students in the school
  - SIG funds may cover costs related to increased portion of teacher's salary, as well as costs related to administrative, nursing, security and support staff
- Priority schools that have implemented, in whole or in part, one of the models within the last two years are also eligible
  - A principal that has been hired for a Priority school within the last two years can be retained if,
    - the prior principal in the school at issue was replaced as part of a broader reform effort;
    - the new principal has the experience and skills needed to implement successfully a turnaround, restart, or transformation model
  - The principal must have been appointed no earlier than the start of the 2012-2013 school year
- Applicants agree to participate in the following state-funded activities, which include:
  - Leadership Academy
  - SIG Professional Learning Communities
  - State Turnaround Coach
  - Evaluation

# Additional Program Requirements

## Reporting Requirements

- Grant recipients required to submit quarterly program and fiscal reports
  - Include a narrative of the project's achievements and challenges, status of implementation and fiscal compliance
- The final (4<sup>th</sup> quarter) fiscal report must include an equipment inventory and all expenditures to be completed
- The final (4<sup>th</sup> quarter) program report must include a narrative of the school's experience with implementation, including results on the monitoring and evaluation of each school

## Oversight

In addition to the review of all reports, the NJDOE provides oversight to grantees in the following ways:

- On-site visits
  - Semi-annual
  - Assess progress of and barriers to implementation
- Evaluation
  - Annual
  - Provides basis for recommendation for renewal
- State Turnaround Coach
  - Assigned by the NJDOE to the school
  - Primarily a role of support, also monitors progress of implementation

# Funding

- 100% federally funded under funds designated for School Improvement Grants
- Anticipated \$19.0M available for SIG Cohort 3 awards over three years
- Award amounts:
  - For Turnaround, Transformation and Restart models: minimum of \$50,000 and up to a maximum of \$2,000,000 for each of the three years
  - For Closure model: Up to \$50,000 for Year 1; not eligible for continuation or carryover funding in Years 2 and 3
- Applicants that apply for Turnaround, Transformation or Restart models may be permitted to carry forward unexpended balances from the prior year into the following year
  - In any year, the total award plus the prior year carryover may not exceed \$2,000,000
- Actual award for Year 1 will be finalized at the time of pre-award revisions, during meetings between the NJDOE and the LEA & school

# Application Components

## LEA Application Components



- Completed once, used for each school application

## School Application Components



- There is a separate application document for each model
- Please use the templates that correspond to the model chosen
- One application per school

# LEA Application

Completed once, used for each school application



## Project Abstract

Maximum of 2 pages, single spaced

- Include description of the LEA's mission and vision
- Summarize the proposed project and implementation

## Schools to be Served

- Identify each Priority school the LEA commits to serve
- Indicate the model each Priority school will use

# LEA Application

Completed once, used for each school application



## Stakeholder Participation

### Section A:

- List dates of meetings of the stakeholder committee, where the needs assessment and application development occurred
- List other methods and events to inform school community of SIG application
- Identify the names of the Internal District team
  - Team may include, but is not limited to, the chief school administrator (or designee), Title I director, SIG principal, supervisor of curriculum, etc.
  - Team will meet monthly to discuss SIG implementation, and student achievement & other data

### Section B:

- List the names of all stakeholders who participated in the development of this application for the schools
- Stakeholders may include: school staff, school board members, parents, district staff, community groups, consultants, institutions of higher education, and teacher's union representatives

**It is essential to engage the staff, parents and the community for the needs assessment for each school.**

# LEA Application

Completed once, used for each school application



## LEA Commitment and Capacity (25 points)

Maximum of 10 pages, single spaced

- Must demonstrate that LEA has the capacity to support and serve its SIG school(s), to include:
  - a. LEA-level activities
  - b. School needs analysis
  - c. Recent history in improving schools
  - d. Recruitment and selection of all external providers, CMOs, and EMOs
  - e. Alignment of other resources and supports
  - f. Modification of practices or policies
  - g. Sustainability of the reforms
  - h. Greater school-level autonomy
  - i. Selection of the principal
  - j. LEA's organizational management



# LEA Application

Completed once, used for each school application



## Capacity to Serve and Support Selected Priority School

For LEAs that submit an application for more than one (1) eligible Priority school

- Must demonstrate that the LEA has capacity to provide adequate support and resources to each Priority school

## Monitoring and Accountability Plan (10 points)

Maximum of 5 pages, single-spaced

- Describe the LEA's ongoing activities to monitor evaluation of SIG implementation for each school
- Include a plan for annual evaluation of the implementation and sustainability of the reforms
- Include the data that will be used to modify the program during the next year
- Provide a timeline for implementation of the monitoring and accountability plan

# School Application

One application per school, separate document for each model



## Project Abstract

Maximum of 2 pages, single spaced

- Specify the selected model for the school
- Include description of the school's mission and vision
- Summarize the proposed project, the alignment to the mission and vision, and implementation of the project

## Reporting Metrics

- Provide requested data from the 2012-2013 year

# School Application

One application per school, separate document for each model



## Statement of Need (5 points)

Maximum of 3 pages, single spaced

- A comprehensive needs assessment using quantitative and qualitative data is required
- Needs assessment should identify how the needs of all stakeholders can be met through SIG grant, with a focus on academics
- Multiple data sources must be reviewed
- NJDOE recommends using the Quality School Review (QSR) rubric
  - Available at <http://www.nj.gov/education/rac/pres/QSRRubric.pdf>
  - If the QSR rubric was used, please indicate the results in the School Improvement Plan spreadsheet

# School Application

One application per school, separate document for each model



## Project Description (25 points)

- Use the appropriate template based on reform model selected
  - Each template includes the associated specific requirements that must be addressed
- Identify how the selected intervention model will be implemented, and the timeline
- Include evidence of scientific research base for all proposed strategies
- Include the three-year implementation timeline for all required components

# School Application

One application per school, separate document for each model



## Annual Student Targets (5 points)

- Specific annual targets must be identified in ELA and Math for each subgroup in the school
- Applicants can use either state assessments or other measures
  - Other measures include, but are not limited to, district/teacher developed tests, end of unit tests, student work, portfolios, etc.

# School Application

One application per school, separate document for each model



## School Improvement Plan (SIP, 20 points)

*The SIP template is a separate Microsoft Excel document*

- Select the template that corresponds to the model chosen
  - Each template includes the required components for the model selected
  - Use additional spreadsheet pages for other permissible activities
- Provide a clear linkage to the project description and budget
- Must include both LEA and school activities to support model implementation
- Include plan for Year 1 only

# School Application

One application per school, separate document for each model



## Budget (5 points)

### *Three Year Budget Amounts*

- Identify the budget amount for each of the three years
- Total 3-year amount should not exceed \$6,000,000, with an annual amount not to exceed \$2,000,000
- Final award is subject to determination by the NJDOE

### *Budget Narrative for Year 1*

- *Delineate how project budget is tied to School Improvement Plan*
- *Provide strong justification that costs are necessary and meet the programs needs*
- *Explain how all resources (state, federal and local) will be leveraged to integrate services to support and sustain the program*

### *Budget Detail for Year 1*

- Provide detail for all SIG costs for Year 1

### *Budget Summary for Year 1*

- Include the total of all SIG costs for Year 1 of the grant

# Evaluation process

- Reader panel (3 members) evaluate each application, using the rubric included in Appendices D & E of the NGO
- Applicants that score a minimum of 65 points will be eligible for funding consideration

LEA Application Section	Point Value
LEA Commitment and Capacity	25
Stakeholder Participation	5
Monitoring Plan	10
<b>TOTAL LEA</b>	<b>40 Points</b>
School Application Section	Point Value
Statement of Need	5
Project Description	25
Annual Student Targets	5
SIG/SIP Plan	20
Budget	5
<b>TOTAL FOR EACH SCHOOL</b>	<b>60 points</b>

- Concurrent with the reader panel, the NJDOE Interdivisional Committee will evaluate LEA capacity
  - Information from QSAC, LEA plans, site reviews, audits, and other historical data will be used



# Budget Requirements

- Applicants must link each cost to specific SIG School Improvement Plan (SIP) activities
- Applicant must provide documentation and detail sufficient to support each proposed cost
- The actual amount awarded is subject to the availability of funds and contingent upon the applicant's ability to provide support for its proposed budget
- Award amount will ultimately be determined by the NJDOE
  - NJDOE may award a lesser amount than is requested by the LEA to serve its schools
  - NJDOE will remove all ineligible costs, as well as costs not supported by the SIG SIP
- LEAs may budget up to 5% for LEA administrative purposes
- Payment of grant funds is made through a reimbursement system via EWEG
  - Reimbursement requests may begin once the grant agreement has been fully executed by the NJDOE

**Remember: Supplement, not supplant**

# Timeline

Activity	Date
Technical Assistance session for applicants	February 19, 2014
<b>Application Due Date</b>	<b>April 1, 2014</b> no later than 4PM
NJDOE Interdivisional Committee Review	April 2014
Grant Reader Panel Review	April 2014
Notification of Eligibility for Awards and Start of Pre-Implementation	May 2014
Pre-Contract Review	May 2014
Identification of Principal	June 2, 2014
Award Date and Start of Project Period/Full Implementation	July 1, 2014
Summer Leadership Academy for grantees	July 2014

# Q&A

*Please type all questions into the chat box and send to the moderator.*

