DISTRICT APPLICATION PACKET FOR DISTRICT IMPROVEMENT



Kansas School Improvement Fund

Section 1003(a)
Kansas State Department of Education

2009-2010

Application Due Date:
February 16, 2010 (for the State Board Meeting in March)
or
March 16, 2010 (for the State Board Meeting in April)

TITLE PROGRAMS AND SERVICES TEAM

GUIDELINES FOR SCHOOL IMPROVEMENT FUND

Section 1003(a) 2009-2010

PURPOSE

The Elementary and Secondary Education Act (ESEA) views school improvement as a joint responsibility for schools, districts and state educational agencies. Section 1003(a) of the ESEA authorizes funds to help states address the needs of schools identified for improvement, corrective action, and restructuring. With schools at this level, it is the responsibility of the Kansas Department of Education to:

- take a greater role in developing and delivering comprehensive leadership;
- · improve technical assistance;
- make additional resources available to schools and districts as they target high-quality; and create sustainable school improvement activities toward measurable outcomes.

This application is to be used for <u>systemic initiatives at the district level</u> that will improve struggling schools. Districts that are on improvement and that also have schools on improvement along with the Kansas Committee of Practitioners have given us permission to retain more of the 1003(a) dollars at the state level to provide needed school improvement services for districts with no schools on improvement. Districts with schools on improvement are also able to apply for funds to assist in systemic problems that impact schools from making progress.

FUNDING CRITERIA FOR 2009-2010

Criteria for funding will be based upon these three areas:

- 1. Implementation of District Improvement Plan, especially addressing sub-groups that are reason districts and schools are on improvement.
- 2. Support areas of improvement of areas identified in their Kansas Learning Network Appraisal
 - Leadership
 - Culture and Human Capital
 - Curriculum and assessment
 - Instruction and Professional Development
- 3. Support technical assistance plan developed for the district through the Kansas Learning Network.

If you have questions, please consult the KSDE school improvement contact person for your district. Contact information is located at the end of the grant.

CRITERIA FOR FUNDING

Factors that are considered under "greatest need" include:

- size of district
- number of years on improvement;
- number of areas on improvement;
- number of subgroups not making AYP;
- percent of students not meeting standard (below proficient) on the state assessments in reading and/or mathematics;
- percent of poverty;

Factors that are considered under "strongest commitment" include:

- commitment the district has made to provide technical assistance, including participation in the Kansas Learning Network, which includes:
 - o Completed appraisal process
 - o Developed Technical Assistance Plan
 - Attended Network Meetings
 - Utilized Implementation Coaches (if applicable)
- support and resources the district provided as defined in the school improvement plans; and,
- commitment to use the funds to help low-achieving schools meet their improvement goals, including previous grants.

APPLICATION

Any district may submit an application to the Kansas State Department of Education to be considered for School Improvement Funds if it has schools identified on improvement, corrective action, or restructuring or is a district on improvement. The application contains five components:

Part I: District Information
Part II. Grant Description

Part II: "Greatest Need" Criteria Questions

Part III: Budget
Part IV: Evaluation

KANSAS STATE DEPARTMENT OF EDUCATION **SCHOOL IMPROVEMENT FUND 1003(a) APPLICATION** 2010-2011

RII: DISTRICT INFORMATION				
USD Name and Number				
Name and Title of District Contact for Grant Applic	ation			
Address	Telephone Number			
City	Zip			
E-mail Address	Fax			
Circle One:				
1. We are a district on improvement and have schools on improvement.				
2. We are a district on improvement but have no schools on improvement.				
Authorized District Signature	Date			
SEA Approval/Date	Amount Awarded			
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Part II. Grant Description

Write a detailed narrative of your grant proposal. Limit to 2 pages and attach any supportive materials that would explain your grant project. Include the following:

- Goal(s) of project
- Timelines
- Person(s) responsible
- Who will be involved?
- Strategies
- Outcomes.

Part II: GREATEST NEED AND GREATEST COMMITTMENT CRITERIA

KSDE has established the following criteria to determine the greatest need. Please answer all questions.

GREATEST NEED:

What is the enrollment of your district?	
What is the number of years your district has been on improvement?	
3. What areas is your district on improvement?	
4. What subgroups are not making AYP?	
5. What is the percent of students not meeting standard (below proficient) on the state assessments in reading?	
6. What is the percent of students not meeting standard (below proficient) on the state assessments in mathematics?	
7. What percent of students are in poverty at the district level?	

GREATEST COMMITMENT:

- 8. How does the grant proposal tie to the district improvement plan?
- 9. How will the grant activities support improvement on areas mentioned in the district appraisal process conducted through the Kansas Learning Network?
- 10. How do the grant activities tie to the technical assistance plan developed for the district through the Kansas Learning Network?
- 11. How will the grant address systemic issues in the district that will be addressed to assist in greater academic progress in the district with struggling schools or subgroups causing the district to be on improvement?

PART IV: TITLE SCHOOL IMPROVEMENT FUNDS (1003a) BUDGET

Each district will be asked to provide:

- a district budget
- a narrative description for the <u>district</u> budget for each line item.

The district may budget up to 5% of the total district allocation for administrative costs. As part of the evaluation at the end of the grant a complete description for the use of funds will be submitted along with the 2009-2010 year end summary to include:

 a budget report reflecting the total grant allocation to the district, the grant allocation to each school receiving funds, and the itemized expenditures for each building.

A budget page is included at the end of this application.

PART V: EVALUATION

The Kansas State Department of Education will evaluate successful use of the school improvement funds by looking at the success of the technical partnerships that were established to assist districts and schools in the improvement process. Schools and districts will be asked to participate in ongoing reflection and evaluation of the Kansas System of Support and other technical partnerships. In addition, success will be evaluated based upon the current State assessment system and the Adequate Yearly Progress (AYP) process. The evaluation will consider whether the schools that receive funds have made AYP by meeting the State's annual measurable objectives in increasing the percentage of students who are at a minimum in the proficient performance level on the State assessments. The goal is to have schools make AYP for two consecutive years so they are no longer on improvement. The questions are on the next page.

Summative (End of Year) Reflection (Note: To be completed after September 30, 2011)

Districts will ask buildings receiving funds to respond to the following:

- 1. What customized technical assistance and/or professional development was utilized by your district to improve student achievement and other outcome-related measures?
- 2. What research based strategies or practices were utilized to change instructional practice to address the academic achievement problems that caused the district or schools to be indentified for improvement, corrective action, or restructuring?
- 3. What partners were involved in delivering technical assistance, professional development and management advice?
- 4. List strategies to improve teaching and learning that were utilized by the district?
- 5. Attach a budget report reflecting the total grant allocation to the district.

PART VI: MONITORING AND REPORTING (KSDE Staff)

The KSDE will monitor the effectiveness of the strategies selected and implemented with School Improvement Funds by analyzing the Kansas State Assessment data and AYP results for each participating district and expenditures of funds. This will include:

- 1. Provide customized technical assistance and/or professional development that are designed to build the capacity of the district and school staff to improve schools and are informed by student achievement and other outcome-related measures.
- 2. Create partnerships among the state, other districts, and other entities for the purpose of delivering technical assistance, professional development, and management advice.
- 3. Implement strategies determined by the state or district, as appropriate, for which data indicate the strategy is likely to result in improved teaching and learning in schools identified for improvement, corrective action, or restructuring.
- 4. Utilize research-based strategies or practices to change instructional practice addressing the academic and/or organizational opportunities for improvement that caused the school to be identified for improvement, corrective action, or restructuring.
- 5. Provide professional development that is informed by student achievement and other outcome-related measures to enhance the capacity of school support team members and other technical assistance providers who are part of the statewide system of support.

SELECTION PROCESS

Priority of funding will be given on size of the district and commitment of the district to make lasting improvement, especially in looking at subgroups and making systemic district improvement that will impact schools.

PROJECT PERIOD/AWARD OF GRANTS

The district may apply for funding if identified:

- 1. As a district on improvement because of subgroup issues, or
- 2. As a district on improvement and also has schools on improvement.

The funds requested must be of sufficient size to support the strategy or strategies selected by the district and be focused on addressing systemic problems that are keeping the district from making AYP, especially in subgroups. Funds must be expended or encumbered by September 30, 2011.

SCHOOL IMPROVEMENT PROGRAM FUNDS (SUPPLEMENT-NOT SUPPLANT)

Like other Title I funds, School Improvement Program funds must be used to supplement the level of funds that, in the absence of the Title I funds, would be made available from non-federal sources for the education of children participating in Title I programs. Therefore, funds cannot supplant non-federal funds or be used to replace existing services. A local education agency must keep separate



Please submit in triplicate to:

Donna Matthis,
Title Programs and Services
Kansas State Department of Education
120 SE 10th Avenue,
Topeka, KS 66612-1182

Topeka, KS 66612-1182 **Due date: February 16, 2010**

Kansas School Improvement Fund Section 1003(a) District Budget

USD Name and Number		
Identify that which is known at the time the line item explaining detail of use of funds.	grant application is submitted. Attach a narrative	about each
Accounting Codes (Use Whole Dollars)	District	
1000 INSTRUCTION		
100 Personnel Services - Salaries		
200 Employee Benefits		
300 Purchased Professional and Technical Services		
400 Purchased Property Services		
500 Other Purchased Services		
600 Supplies and Materials		
2000 SUPPORT SERVICES		
2100 Support Services - Students		
2300 SUPPORT SERVICES GENERAL ADMINISTRATION		
2323 STATE & FEDERAL RELATIONS SERVICES		
100 Personnel Services - Salary		
200 Employee Benefit		
2700 STUDENT TRANSPORTATION SERVICES		
2720 Vehicle Operations Services Choice Transportation		
TOTAL BUDGET		

Employment/Educational Opportunity Agency

The Kansas State Department of Education does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities.

The following person has been designated to handle inquiries regarding the non-discrimination policies:

KSDE General Counsel, 120 SE 10th Ave., Topeka, KS 66612, 785-296-3204

KSDE Contact Information

Name of	KSDE Contact	Telephone	Email
District		-	
Ulysses	Cherie Nicholson	785-298-7356	cnicholson@ksde.org
USD 214			
Liberal	Cherie Nicholson	785-298-7356	cnicholson@ksde.org
USD 480			
Mullinville	Cherie Nicholson	785-298-7356	cnicholson@ksde.org
USD 424			
Wichita	Norma Cregan	785-296-4906	ncregan@ksde.org
USD 259	Laura Jones	785-296-3164	ljones@ksde.org
Leavenworth	Pat Hill	785-296-3137	phill@ksde.org
USD 453			
Haysville	Pat Hill	785-296-3137	phill@ksde.org
USD 261			
Kansas City	Pat Hill	785-296-3137	phill@ksde.org
USD 500			
Topeka	Teresa White	785-296-7884	twhite@ksde.org
USD 501			
Goodland	Julie Ford	785-296-3069	jford@ksde.org
USD 352			
Parsons	Laura Jones	785-296-3164	ljones@ksde.org
USD 503			
Coffeyville	Laura Jones	785-296-3164	ljones@ksde.org
USD 445			
Iola			
USD 257			
Ottawa			
USD 290			
Peabody Burns	Teresa White	785-296-7884	twhite@ksde.org
USD 398			
Morris County	Teresa White	785-296-7884	twhite@ksde.org
USD 417			