**Timeline**

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| **SY16-17**  **Comprehensive and Targeted Support Schools**  **Announced** | **ADE**  **Workshop**  **Writing L/SCIPs and Grant Application** | **Grant Application opens** | **ADE Webinar** | **L/SCIP**  **Due** | **Grant Application Closes** | **Application**  **Approval**  **Allocations Determined** | **L/SCIP and Final Budget Approval in GME** |
| **Mid-Aug** | **Aug 17** | **Aug 25** | **Aug 26** | **Sept 23** | **Sept 23** | **Oct 3** | **Oct 14** |

**Eligibility:**

Schools identified as eligible for Comprehensive or Targeted Support in August, 2016.

**Directions:**

1. Complete Needs Assessment and analyze the data. LEA and School teams complete the L/CIP.
2. LEA and School teams complete the application and proposed budget in Comprehensive and Targeted Support Grant Program Details section in GME. Be thorough and detailed in your responses. Provide evidence. Attach all required documents. Submit no later than close of business, September 23, 2016.
3. Email *signed* PDF application to ADE no later than close of business, September 23, 2016.

**Submit application to:**

**Devon Isherwood, Director of Accountability Support and Innovation**

**Arizona Department of Education**

[**devon.isherwood@azed.gov**](mailto:devon.isherwood@azed.gov)

1. Support and Innovation staff will read and score applications (see rubric) and determine eligibility.

Note: If the ASI staff has questions or needs clarification, the LEA will be asked to submit additional information and/or may be asked to meet with ASI staff at ADE prior to approval.

**Allocations:**

1. Criteria:
   * The total dollar amount Support and Innovation receives;
   * Evidence of need in the application;
   * Planned use of funds for “…evidenced based strategies to improve student achievement, instruction and schools;
   * The thoroughness and alignment of the proposed budget narrative;
   * LEAs plan to monitor and evaluate L/CIP implementation and the use of funds to effectively implement selected evidenced-based interventions, strategies and action steps;
   * Any other guidance ADE receives from the DOE in regards to the implementation of ESSA Section 1003.
2. Priority consideration will be given to LEAs that serve high numbers of schools demonstrating the greatest need and strongest commitment to using funds to improve student achievement and student outcomes (ESSA Section 1003).
3. Priority consideration will be given to LEAs serving the highest percentage of schools identified for comprehensive support and improvement and implementing targeted support and improvement plans (ESSA Section 1003).

Funding is dependent on ADE receiving Federal funds.

**School Site**

1. **Needs Assessment**

We highly encourage the use of the Self Readiness Assessment (SRA) provided on our website because it addresses the 7 Turnaround Principles.

1. Describe the needs assessment process used to gather and analyze data.

4

1. What does the needs assessment data tell you (include specific data for all 7 Turnaround Principles)? Include a list of the data used for the needs assessment.

4

1. Attach the completed SRA or other needs assessment used to emailed copy.
2. **Primary Concerns & Root Causes**
3. Describe student achievement in ELA/ reading and math, using AZMerit and other assessment data (benchmark, interim, formative and summative). Include all grade levels served, all students, the bottom 25% and other applicable subgroups (i.e. ELL, ESS).

4

1. Download State B25 Technical Assistance Worksheet

<http://www.azed.gov/accountability/files/2016/03/copy-of-state-bottom-25-technical-assistance-worksheet-version-1.06.xlsx>

Complete the worksheet by following the directions on the direction tab. Upload the populated State B25% AIMS and AzMERIT tab to required documents in LEA Library.

1. What are the top three to four primary concerns that are impacting student performance?

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1. What are the top three to four root causes for these primary concerns?

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1. **Implementation**
2. Which of the 7 Turnaround Principles address the identified root causes?

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1. Which of the 7 Turnaround Principles will the Comprehensive and Targeted School grant specifically fund?

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1. What strategies and action steps in your L/SCIP will this grant fund?

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1. Write a one or two paragraph overview or summary of the total “project” to be funded by this grant.

4

1. Upload the 15-16 LEA and/or School Continuous Improvement Plan into required documents in the LEA Library.

Identify goals that have been met and the contributing factors.

Identify goals that are not yet met and the contributing factors.

4

1. List the student achievement goals for 1) all students and for 2) bottom 25% of students.

4

**D. PROFESSIONAL LEARNING** *(if not funding Professional Learning, write N/A)*

*If not an experienced Turnaround Principal, Comprehensive School Principals must attend an approved leadership development session.*

1. List the evidence of the school principal’s Turnaround Leader competencies (Public Impact Report Turnaround Leader Actions and Competencies <http://publicimpact.com/school-turnarounds/> ) or the selected leadership development program the principal will attend.

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1. List Professional Learning planned to address identified root causes and increase student achievement(for example a school year calendar or comprehensive list for the year.).

4

1. List at least three outcomes from planned Professional Learning. Describe, how will this Professional Learning impact increased student achievement?

4

1. Describe the Professional Learning accountability and evaluation process.

4

1. How will you know this Professional Learning is changing practice in the classroom and is increasing student achievement?

4

**E. EDUCATION SERVICE (EXTERNAL) PROVIDERS** (if not funding an education service provider, write N/A)

1. For each proposed provider, list the provider’s name; describe the scope of work and which root cause and/or Turnaround Principle provider will address.

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1. List the expected outcomes for each proposed provider .

4

1. How will you know this service is changing practice in the classroom and is increasing student achievement?

4

**F. Culture, Commitment and Capacity**

1. Describe the school’s current culture, as it pertains to a culture of learning and/or a culture of achievement.

4

1. Describe the actions the principal and school leadership team will take to improve or maintain a school culture that supports learning for all students.

4

1. Describe what actions the School Board, LEA school site principal and leadership team will demonstrate to increase commitment and support from staff, families and community members in order to implement the chosen 7 Turnaround Principles.

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1. Describe what actions the School Board and LEA will take to ensure the effectiveness of the school site principal in overseeing the improvement efforts.

4

1. Describe what actions the School Board and LEA will take to ensure the school is implementing a guaranteed and viable curriculum aligned with the current Arizona State Standards.

4

1. Describe the LEA’s balanced, comprehensive assessment system.

4

1. Describe how the school principal will ensure the teachers are using the comprehensive assessment data system to plan and inform instruction.

4

1. Explain the LEA’s system of Fiscal services to manage funds in accordance with business best practices and applicable federal and state statutes, regulations, program plans and general statement of assurances.

4

**G. Sustainability**

**LEA**

List the LEA’s Comprehensive Support. :

4

List the LEA’s Targeted Support. :

4

1. How will the LEA intentionally build capacity to ensure the interventions implemented successfully are sustained after the grant money is no longer available?

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**H. LEA Support**

31. Describe the LEA’s plan to provide comprehensive and targeted support to school/s in developing and implementing continuous improvement plans.

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1. Describe the LEA’s plans to monitor school/s receiving these funds, both programmatically and fiscally.

4

1. Describe the rigorous review process the LEA will use to recruit, screen, select, and evaluate external partners.

4

34. Describe the LEA’s procedure that will allow the school principal the necessary operational flexibility.

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1. Commitment statement describing the LEA’s commitment to strongly support the school/s, staffs and students to make and continue significant increases in student achievement.

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36. Submit description of successful school improvement initiatives now in place, including an outline of implemented interventions with the evidence of positive results, increasing student achievement.

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**Proposed Budget**

* Complete a *proposed* budget in GME.
* Items must address needs/concerns/root causes outlined in the application.
* Items must address one or more of the 7 Turnaround Principles.
* Narrative description must align to L/SCIP goals, strategies and action steps.
* Request funds to support the strategy and action step/s that will have the largest impact on increased student achievement. Other action steps may be funded through Title l, ll, and other funding sources.

Be sure that the requests for funds are allowable (see document library). Out of state travel and capital items are generally not allowed. Check with your specialist, if you have a question or need assistance building your budget.

Plan to begin expenditures immediately upon approval. Monthly reimbursement requests are expected. Supplies should be purchased immediately so that they are available for the full school year. Salaries are paid monthly. External providers are paid upon LEA’s receipt of invoice. The need for journal entries should be minimal with timely grant submission and approval. Salaries require Time and Effort Logs.

**Required Attachments:**

* **Self-Readiness Assessment (or other comprehensive needs assessment)**[**http://www.azed.gov/improvement-intervention/**](http://www.azed.gov/improvement-intervention/)
* **Completed *State B25 Technical Assistance Worksheet*** [**http://www.azed.gov/accountability/files/2016/03/copy-of-state-bottom-25-technical-assistance-worksheet-version-1.06.xlsx**](http://www.azed.gov/accountability/files/2016/03/copy-of-state-bottom-25-technical-assistance-worksheet-version-1.06.xlsx)
* **School Continuous Improvement Plan (SCIP) for 15-16-Print PDF from the Report tab in ALEAT**
* **School Continuous Improvement Plan (SCIP) for 16-17-Print PDF from the Report tab in ALEAT**