

**KENTUCKY RACE TO THE TOP
LOCAL SCHOOL DISTRICT
SCOPE OF WORK AGREEMENT – REVISED Sept. 2015**

The Jefferson County Public Schools (“Participating School District”) hereby provide assurance (as a requirement to access their portion of the Race to the Top federal grant funds), that the funds will be allocated for the following purposes. These original assurances were reviewed and approved at a meeting of the Jefferson County Public Schools Board of Education on January 28, 2013. The approval is contained in the board minutes that are available for review at the district’s central office.

- The participating school district shall implement each element of the Continuous Instructional Improvement Technology System (CIITS) as it is made available by the Kentucky Department of Education.
- The participating school district shall use Race to the Top funds to assist in providing the support necessary to implement the use of the Classroom Assessment module of the Continuous Instructional Improvement Technology System (CIITS). Support may include, but is not limited to professional development, technical assistance and other costs associated with the effective implementation of the module.
- The participating school district agrees that by the end of the grant period it will have used the CIITS system to create curriculum maps for the schools in the district.
- The participating school district shall use Race to the Top funds to assist in providing the support necessary to implement the use of the Educator Development Suite (EDS) of the Continuous Instructional Improvement Technology System (CIITS). This includes the professional development sections of the EDS. Support may include, but is not limited to professional development, technical assistance and other costs associated with the effective implementation of the module.

In addition to these assurances, the participating school district agrees to develop an action plan including budget and sustainability plans for complying with the performance measures outlined below. This action plan will specifically describe the strategies the participating school district will use to ensure each performance measure is met and how Race to the Top funds will be used support the action plan. The action plan will be reviewed to ensure it is aligned with the goals of Race to the Top.

The action plan may include a variety of activities that will support the goals of the performance measures. In most cases, those activities will include:

- Professional Learning Activities designed to increase the use of the CIITS to create assessment tasks and to design professional growth plans in the EDS.
- Professional learning activities for administrators on the use of the CIITS EDS to ensure improved teacher effectiveness under the new teacher and principal effectiveness system.
- Coaching services for teachers and leaders who have identified professional growth needs identified through the EDS and the effectiveness system.

The action plan example below should provide a template for the kinds of activities that should make up the action plan.

The original Local District Scopes of Work were required to be submitted by close of business on **Monday, March 26, 2012**. Revised Scope of Work Agreements can be resubmitted to KDE as needed.

(B)(3) Performance Measures	Actual Data: Baseline (Current school year or most recent)	End of SY 2012-2013	End of SY 2013-2014	End of SY 2014-2015
Percentage of teachers who create and implement Express Tests through the Continuous Instructional Improvement Technology System (CIITS).	0%	5%	50%	75%

B3 – Action Plan

Strategy*	Key Personnel	Timeline	Object Level Budget with Narrative	Sustainability Plan
1. <i>Provide professional development for district leadership on an overview of CIITS.</i>	<i>Dewey Hensley – Chief Academic Officer; Pearson/School Net trainer</i>	April 2012	N/A	
2. <i>Target specific teams (resource teacher, classroom teacher, principal, library media specialist, and school technology coordinator) from each elementary, middle and high school to participate in Express Test training.</i> <i>a. Initial training session – focused on how to use ExpressTest</i> <i>b. Second training session</i>	<i>Karen Branham – Assistant Superintendent for Curriculum and Instruction; Pearson/ School Net trainer; Jana Hickey – Specialist</i>	2012-2013	<i>\$41,000 substitutes/ stipends \$38,500 trainer and trainer travel</i>	

Strategy*	Key Personnel	Timeline	Object Level Budget with Narrative	Sustainability Plan
<i>– focused on applying results from Express Test and providing school-based training</i>				
3. <i>Identify cadre of ETTs to provide on-going training and technical assistance on the creation of Express Tests in the CIITS.</i>	<i>Karen Branham – Assistant Superintendent for Curriculum and Instruction; Pearson/ School Net trainer; Jana Hickey - Specialist</i>	2012-2013	<i>Trainer costs and travel included in B3 – section 2 above.</i>	
4. <i>Provide professional learning experiences for teachers on the creation and implementation of Express Tests in CIITS.</i>	<i>Karen Branham – Assistant Superintendent for Curriculum and Instruction; Jana Hickey - Specialist</i>	Summer 2013	<i>\$22,000 extended days for education technology teachers (train the trainers)</i>	<i>On-going trainings for JCPS teachers will be provided.</i>

(C)(3)Performance Measures	Actual Data: Baseline (Current school year or most recent)	End of SY 2012-2013	End of SY 2013-2014	End of SY 2014-2015
Percentage of educators who have used the Assessment Admin module to create common formative assessments (PLC teams)	0%	0%	5%	25%
Percentage of educators who have used the School & District Data module to view key performance indicators to create reports to make decisions impacting classroom teaching and learning.	0%	0%	5%	25%

C3 – Action Plan

Strategy	Key Personnel	Timeline	Object Level Budget with Narrative	Sustainability Plan
<p><i>1. PLC teams from elementary, middle and high schools who have met Express Test implementation targets* will be invited to participate in training to create and implement common formative assessments within the Assessment Admin module.</i></p> <p><i>a. Initial training session – focused on how to use common formative assessments.</i></p> <p><i>b. Second training session – focused on applying results from common formative assessments and providing</i></p>	<p><i>Karen Branham – Assistant Superintendent for Curriculum and Instruction; Jana Hickey – Specialist; Content Area Curriculum Specialists</i></p>	<p><i>2013-2014</i></p>	<p><i>\$70,000 substitute/stipends \$465,000 for 310 Classroom sets of clicker system for schools meeting Express Test implementation targets</i></p>	

Strategy	Key Personnel	Timeline	Object Level Budget with Narrative	Sustainability Plan
<p><i>school-based training.</i></p> <p><i>*Implementation Targets: 40% of classroom teachers creating and implementing Express Tests at the elementary level, 20% at the middle and high school level.</i></p>				
<p>2. <i>Provide professional learning experiences for principal/ administrators on the use of Express Test and School Data module</i></p>	<p><i>Karen Branham – Assistant Superintendent for Curriculum and Instruction; Jana Hickey – Specialist; Content Area Curriculum Specialists</i></p>	<p>2013-2014</p>	<p>In-Kind</p>	<p><i>On-going trainings for school administrators will be provided by ETTs. Minimal cost for supplies.</i></p>
<p>3. <i>ETT, Content Specialists and teacher leaders will produce assessment items to populate the CIITS Assessment Item Bank that are aligned to the standards.</i></p>	<p><i>Karen Branham – Assistant Superintendent for Curriculum and Instruction; Sharis Lattimore – Director CES, and ETTs</i></p>	<p>2014-2015</p>	<p><i>\$150,000 substitutes/stipends</i></p>	

(D)(5) Performance Measures	Actual Data: Baseline (Current school year or most recent)	End of SY 2012-2013	End of SY 2013-2014	End of SY 2014-2015
The percentage of educators who participated in formal on-line or face to face professional learning experiences on the use of the Continuous Instructional Improvement Technology System (CIITS) to increase their knowledge of how to implement highly effective teaching and learning in the classroom (focusing on Educator Development Suite (EDS)).	0%	5%	25%	75%

D5 – Action Plan

Strategy	Key Personnel	Timeline	Object Level Budget with Narrative	Sustainability Plan
1. <i>Identify cadre of district administrators to receive training on the Educator Development Suite from Pearson trainer.</i>	<i>Karen Branham – Assistant Superintendent for Curriculum and Instruction; Pearson/ School Net trainer; Jana Hickey - Specialist</i>	2013-2014	<i>\$3,800 for trainer costs and travel</i>	
2. <i>Provide professional learning experiences for principals on the creation of teacher growth plans in EDS and the new statewide growth and effectiveness system for 2014-2015.</i>	<i>Karen Branham – Assistant Superintendent for Curriculum and Instruction; Tiffeny Armour - Director of Administrator Recruitment and Development, Sharis Lattimore – Director CES, and ETTs</i>	2014-2015	<i>In Kind – Training provided by ETTs</i>	<i>On-going trainings for principals will be provided. Minimal cost for supplies.</i>
3. <i>Provide professional learning experiences for teachers on the creation of teacher growth plans in</i>	<i>Karen Branham – Assistant Superintendent for Curriculum and Instruction;</i>	2014-2015 June 2015	<i>\$305,000 substitutes/ stipends</i>	<i>On-going trainings for teachers will be</i>

<i>EDS and the new statewide growth and effectiveness system for 2014-2015.</i>	<i>Tiffeny Armour – Director of Administrator Recruitment and Development, Sharis Lattimore – Director CES, and ETTs</i>			<i>provided.</i>
<i>4. Develop on-line modules for CIITS Express Test, Creating Common Assessments, Using CIITS Assessment Data and using the Educator Development Suite.</i>	<i>Sharis Lattimore – Director CES, and ETTs</i>	<i>Summer of 2014 and June of 2015</i>	<i>\$22,000 extended days for education technology teachers</i>	
<i>5. Peer Observers Release Time (9 release days for peer observer – 1 day each)</i>	<i>Karen Branham – Assistant Superintendent for Curriculum and Instruction; Tiffeny Armour – Director of Administrator Recruitment and Development,</i>	<i>2014-2015</i>	<i>\$275,400 substitutes (9 sub release days - \$179 per sub – 183 all school sites)</i>	<i>Initial Cycle Support</i>
<i>6. Teach-Scape Recalibration Licenses</i>	<i>Karen Branham – Assistant Superintendent for Curriculum and Instruction; Tiffeny Armour – Director of Administrator Recruitment and Development</i>	<i>2014-2015</i>	<i>\$59,600 (\$150 per Administrator ~ 400)</i>	
<i>7. Teach-Scape Initial License</i>	<i>Karen Branham – Assistant Superintendent for Curriculum and Instruction; Tiffeny Armour – Director of Administrator Recruitment and Development</i>	<i>2014-2015</i>	<i>\$10,000- \$400 per license per new Administrator (~25 licenses)</i>	

E-6 Action Plan – Grant Extension				
June 2015 – December 2015				
Strategy	Key Personnel	Timeline	Object Level Budget with Narrative	Sustainability Plan
1. <i>Purchase of Online PD Resource to support PGES implementation (Educational Impact)</i>	<i>Karen Branham – Assistant Superintendent for Curriculum and Instruction; Education Transition Coordinators (ETCs) Tiffany Armour - Director of Administrator Recruitment and Development, Sharis Lattimore – Director CES, and ETTs</i>	<i>October 2015 thru June 30, 2017</i>	<p><i>\$300,000</i></p> <p><i>Educational Impact and Jefferson County Schools will agree on a mutual implementation plan.</i></p> <p><i>A typical implementation plan will include:</i></p> <ul style="list-style-type: none"> - <i>Multiple training webinars</i> - <i>½ day on-site training</i> - <i>(this can be a ½ day session or 2- 3 shorter sessions during the same day)</i> - <i>A Getting Started custom course for Jefferson County Schools</i> 	
2. <i>Provide professional development for instructional staff on selected online PD Resource (Educational Impact) to address their professional growth needs as aligned to the Danielson Domains.</i>	<i>Sharis Lattimore – Director CES, and ETTs</i>	<i>Fall 2015-Spring 2017</i>	<i>In-Kind training by CES</i>	<i>On-going trainings for district instructional staff will be provided.</i>

3. <i>Provide professional development for district leadership on an overview and setup of selected online PD Resource (Educational Impact) to address professional growth needs.</i>	<i>Karen Branham – Assistant Superintendent for Curriculum and Instruction; Education Transition Coordinators (ETCs) Tiffeny Armour - Director of Administrator Recruitment and Development, Sharis Lattimore – Director CES, and ETTs</i>	<i>Fall 2015- Spring 2017</i>	<i>In-Kind Training by district personnel.</i>	<i>On-going trainings for district instructional staff will be provided</i>
4. <i>Extend e-Walk contract for administrator observation tool for PGES (as aligned to Danielson Domains)</i>	<i>Karen Branham – Assistant Superintendent for Curriculum and Instruction; Education Transition Coordinators (ETCs) Sharis Lattimore – Director CES, and ETTs</i>	<i>January 2016 thru January 2017</i>	<i>\$62,604 District-wide license for e-Walk</i>	<i>On-going E-walk trainings for district administration will be provided.</i>
5. <i>Purchase to extend contract for next level of Online PD Resource (SimpleK12) supporting PGES implementation on the integration of instructional strategies.</i>	<i>Karen Branham – Assistant Superintendent for Curriculum and Instruction; Education Transition Coordinators (ETCs) Sharis Lattimore – Director CES, and ETTs</i>	<i>October 1, 2015 thru October 1, 2016</i>	<i>\$70,000 District-wide license for SimpleK12</i>	<i>On-going trainings for district instructional staff will be provided.</i>

6. <i>Provide subs for teachers involved in the SREB MDC and LDC professional learning activities during the months of October and November. These professional learning opportunities have strong ties to PGES training and implementation.</i>	<i>Denise Carrell (LDC) – ELA Curriculum Specialist; Angela Harris (MDC) – Math Curriculum Specialist; Karen Branham – Assistant Superintendent</i>	<i>October 2015 February 2016</i>	<i>~ \$58,240 for subs for 10 Middle schools to support SREB MDC and LDC training provided during October 2015 through February 2016. Approximately 448 subs at \$130 a day.</i>	<i>The SREB Middle School Project will last through the 2016-17 school year and is designed to build teacher capacity in both the MDC and LDC models supporting PGES implementation.</i>
7. <i>Identify cadre of up to 30 Goal Clarity Coaches who commit to participate in an embedded leadership development project that focuses on PGES implementation via improving writing instruction through Lesson Study</i>	<i>Dewey Hensley, CAO Jean Wolph, Louisville Writing Project Director Elizabeth Fuller, Carrie Elzy, Missy Callaway, GCC facilitators</i>	<i>Fall 2015</i>	<i>In Kind</i>	<i>On-going trainings for district instructional staff and school based personnel will be provided.</i>
8. <i>Provide professional learning to Goal Clarity Coaches on PGES implementation and the teaching of opinion/argument writing and implementation of Lesson Study to improve instruction in opinion/argument writing, K-12</i>	<i>Jean Wolph, Louisville Writing Project Director Elizabeth Fuller, Carrie Elzy, Missy Callaway, GCC facilitators</i>	<i>Fall 2015</i>	<i>\$4500, Louisville Writing Project fee (or could be personal contract for J. Wolph) \$2160 x-pay for 3 GCC facilitators @\$720 (36 hours preparation and planning @ \$20/hr.) \$1142.00, Professional texts and supplies for GCCs:</i>	<i>On-going trainings for district instructional staff and school based personnel staff will be provided.</i>

			<i>Art of Coaching</i> 30@ \$23.93 (717.90); <i>Lesson Study Step by Step</i> 24 @ \$24.31 (\$583.44); <i>Binders</i> 35 @ \$4 (\$140)	
9. <i>Provide job-embedded demonstrations of model lessons to support PGES implementation and the PCL process.</i>	<i>Jean Wolph, Louisville Writing Project Director</i> <i>Elizabeth Fuller, Carrie Elzy, Missy Callaway, GCC facilitators</i>	Fall 2015	\$4500, substitutes (15 substitutes, 2 days each, @\$150)	<i>On-going trainings for district instructional staff and school based personnel staff will be provided.</i>
10. <i>Document and analyze effectiveness of program to support PGES implementation.</i>	<i>Bianca Nightengale-Lee, researcher</i> <i>Marco Munoz, JCPS Director of Research</i>	Fall 2015	<i>\$720 x-pay for Nightengale-Lee (36 hours @\$20/hr.-on sabbatical from JCPS)</i> <i>In Kind</i>	
11. <i>Peer Observers Release Time</i>	<i>Karen Branham – Assistant Superintendent for Curriculum and Instruction;</i> <i>Tiffeny Armour – Director of Administrator Recruitment and Development,</i>	December 2015	<i>\$121,320 substitutes/stipends</i>	<i>Ongoing Cycle Support</i>

12. <i>Provide professional learning experiences for teachers focused on Charlotte Danielson's framework: Domain 2 (Classroom Environment) and differentiated instruction for students at all levels of English proficiency from newcomer students to long-term English learners, modeled in ESL and Content Area classrooms</i>	<i>Irina McGrath, ESL Middle School Resource Teacher Jean Wolph, Louisville Writing Project Director, Beth Patton, ESL Coordinator, College of Education/UofL</i>	Fall 2015	\$3000, substitutes \$10,800, Tuition remission or stipends (for those not electing graduate credit), 27 hrs. @ \$20 for maximum of 20 teachers or \$540 per participant. (full tuition for 3 graduate credits is \$649/hr. = \$1947)	
			Total \$638,986.00	

For the Jefferson County Public Schools

Superintendent/Date