

## JEFFERSON COUNTY PUBLIC SCHOOLS

### CONTRACT FOR THE PROCUREMENT OF PROFESSIONAL SERVICES

THIS CONTRACT FOR PROCUREMENT OF PROFESSIONAL SERVICES (hereinafter "Contract") is entered into between the JEFFERSON COUNTY BOARD OF EDUCATION (hereinafter "Board"), a political subdivision of the Commonwealth of Kentucky, with its principal place of business at 3332 Newburg Road, Louisville, Kentucky 40218 and National Center For Families Learning (hereinafter "Contractor"), a Kentucky nonprofit corporation with its principal place of business at 325 W. Main St., Suite 300, Louisville, KY 40202-4237.

#### WITNESSETH:

WHEREAS, the Board desires to procure the particular services of Contractor, which are more fully defined below; and

WHEREAS, Contractor has held itself out to be competent and capable of performing the services contracted for herein;

NOW, THEREFORE, in consideration of the mutual promises and agreements hereinafter set forth, the Board and Contractor (hereinafter "Parties") agree as follows:

#### ARTICLE I

##### Entire Agreement; Amendments

This Contract is the entire agreement between the Parties and supersedes any and all agreements, representations and negotiations, either oral or written, between the Parties before the effective date of this Contract. This Contract may not be amended or modified except in writing as provided in Article VIII. This Contract is supplemented by the Board's Procurement Regulations currently in effect (hereinafter "Regulations") that are incorporated by reference into and made a part of this Contract. In the event of a conflict between any provision of this Contract and any provisions of the Regulations, the Regulations shall prevail.

#### ARTICLE II

##### Services

Contractor agrees to perform the following services (hereinafter "Services") of a quality and in a manner that is within the highest standards of Contractor's profession or business. The Services are as follows:

Contractor shall provide family engagement professional development and district support services to JCPS Early Childhood, Federal Programs Parent & Family Engagement Department and all participating JCPS schools (approximately 100 schools) to build capacity to collaborate effectively with families. Services shall be designed to improve literacy levels for all preschool and kindergarten through 12th grade students through interactive and intergenerational literacy activities that involve multiple staff members, community members and parents to develop and implement a family engagement system. Specific activities to be included will be determined by the JCPS Family Engagement Specialist based on school, student, family and community needs. Dates and locations of

all services shall be agreed upon by the Contractor and the Family Engagement Specialist. JCPS-NCFL Family Engagement Partnership is attached and incorporated herein by reference.

### ARTICLE III Compensation

The Board shall pay Contractor the total amount stated below (hereinafter "Contract Amount"). The Contract Amount shall be paid in a lump sum upon completion of the Services, unless a schedule of progress payments is stated below. The Contract Amount shall be for total performance of this Contract and includes all fees, costs and expenses incurred by Contractor including but not limited to labor, materials, taxes, profit, overhead, travel, insurance, subcontractor costs and other costs, unless otherwise stated below. To receive payment, Contractor must submit an itemized invoice or invoices. If progress payments are authorized, each invoice must specify the actual work performed. If payment of costs or expenses is authorized, receipts must be attached to the invoice.

Contract Amount:	<u>\$634,211</u>
Progress Payments (if not applicable, insert N/A):	<u>Within 30 days of approved invoice for services provided</u>
Costs/Expenses (if not applicable insert N/A):	<u>N/A</u>
Fund Source:	<u>Federal Programs Parent &amp; Family Engagement (\$244,165); Title IV (\$241,000); Title I Early Childhood (\$149,046)</u>

### ARTICLE IV Term of Contract

Contractor shall begin performance of the Services on August 7, 2019 and shall complete the Services no later than August 6, 2020, unless this Contract is modified as provided in Article VIII.

### ARTICLE V Performance of Services by Contractor

The Services shall be performed by Contractor, and in no event shall Contractor subcontract with any other person to aid in the completion of the Services without the prior written approval of the Contract Administrator defined below.

Contractor shall appoint one person who shall be responsible for reporting to the Board on all Services performed under the terms of this Contract and who shall be available for consultation with the Contract Administrator.

Contractor is an independent contractor, not an employee. Contractor is responsible for the payment of all federal, state and local payroll taxes and providing unemployment insurance and workers compensation coverage to Contractor's employees. Contractor shall provide all equipment, materials and supplies necessary for the performance of the Services.



Contractor shall at all times during the term of this Contract comply with all applicable laws, regulations, rules and policies. Contractor shall obtain and keep in force all licenses, permits and certificates necessary for the performance of the Services.

Contractor agrees to hold harmless, indemnify, and defend the Board and its members, agents, and employees from any and all claims or losses accruing or resulting from injury, damage, or death of any person, firm, or corporation, including the Contractor himself, in connection with the performance of this Contract. Contractor also agrees to hold harmless, indemnify, and defend the Board and its members, agents, and employees from any and all claims or losses incurred by any supplier, contractor, or subcontractor furnishing work, services, or materials to Contractor in connection with the performance of this Contract. This provision survives termination of this Contract.

Unless waived in writing by the Contract Administrator, Contractor shall maintain during the term of this Contract policies of primary insurance covering the following risks and in at least the following amounts: commercial general liability, including bodily injury, property damage, personal injury, products and completed operations, and contractual, \$1,000,000; and automobile liability, \$1,000,000. Contractor shall furnish to the Contract Administrator certificates of insurance evidencing this coverage and naming the Board as an additional insured. Additionally, Contractor shall maintain workers compensation coverage with limits required by law; and professional errors and omissions coverage with minimum limits of \$1,000,000. Contractor shall furnish certificates of insurance evidencing this coverage to the Contract Administrator.

#### ARTICLE VI Equal Opportunity

During the performance of this Contract, Contractor agrees that Contractor shall not discriminate against any employee, applicant or subcontractor because of race, color, national origin, age, religion, marital or parental status, political affiliations or beliefs, sex, sexual orientation, gender identity, gender expression, veteran status, genetic information, or disability. If the Contract Amount is paid from federal funds, this Contract is subject to Executive Order 11246 of September 24, 1965 and in such event the Equal Opportunity Clause set forth in 41 Code of Federal Regulations 60-1.4 is hereby incorporated by reference into this Contract as if set forth in full herein.

#### ARTICLE VII Prohibition of Conflicts of Interest

It shall be a breach of this Contract for Contractor to commit any act which is a violation of the provisions of Article XI of the Regulations entitled "Ethics and Standards of Conduct," or to assist or participate in or knowingly benefit from any act by any employee of the Board which is a violation of such provisions.

#### ARTICLE VIII Changes

The Board and Contractor may at any time, by mutual agreement set forth in a written addendum, make changes in the definition of the Services; the scope of the Services; and the Contract Amount. The Contract Administrator and Contractor may, at any time, by mutual agreement set forth in a written addendum, make changes in the time within which the Services are to be performed; the schedule of Progress Payments; and mutual Termination of the Contract.

## ARTICLE IX Termination for Convenience of the Board

The Board may terminate this Contract in whole or in part at any time by giving written notice to Contractor of such termination and specifying the effective date thereof, at least thirty (30) days before the specified effective date. The Board shall compensate Contractor for Services satisfactorily performed through the effective date of termination.

## ARTICLE X Termination for Default

The Board may, by written notice of default to Contractor, terminate the whole or any part of this Contract, if Contractor breaches any provision of this Contract, or so fails to make progress as to endanger performance of this Contract, and in either of these circumstances, does not cure the breach or failure within a period of five (5) days after receipt of notice specifying the breach or failure. In the event of termination for default, the Board may secure the required services from another contractor. If the cost to the Board exceeds the cost of obtaining the Services under this Contract, Contractor shall pay the additional cost. The rights and remedies of the Board provided in this Article shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

## ARTICLE XI Disputes

Any differences or disagreements arising between the Parties concerning the rights or liabilities under this Contract, or any modifying instrument entered into under Article VIII of this Contract, shall be resolved through the procedures set out in the Regulations.

## ARTICLE XII Contractor's Work Product

Unless waived in writing by the Contract Administrator, the Board shall retain ownership in and the rights to any reports, research data, creative works, designs, recordings, graphical representations or other works of a similar nature (hereinafter "Works") produced or delivered by Contractor under this Contract. Contractor agrees that the Works are "works for hire" and Contractor assigns all right, title and interest in the Works to the Board.

Any reports, information, data, etc. given to or prepared or assembled by Contractor under this Contract shall not be made available to any individual or organization by Contractor without the prior written approval of the Board. Provided, nothing in this Article may be used to violate the provisions of any Kentucky or Federal statute or regulation which requires reporting of information.

## ARTICLE XIII Contract Administrator

The Board shall appoint a Contract Administrator for the purposes of daily administrative decision-making pertaining to the Contract. If Contractor and the Contract Administrator disagree on any circumstance or set of facts pertaining to the administration or execution of this Contract, the Board shall resolve the matter after notification by either the Contract Administrator or the Contractor in the manner prescribed by the Regulations. If the Board fails to give notice to Contractor of the



appointment of a Contract Administrator, the Contract Administrator shall be the Board's Chief Financial Officer.

#### ARTICLE XIV Right to Audit

The Board shall have the right to inspect and audit all accounting reports, books or records which concern the performance of the Services. Inspection shall take place during normal business hours at Contractor's place of business. Contractor shall retain all records relating to the performance of this Contract for five (5) years after the end of the term of this Contract.

#### ARTICLE XV Miscellaneous

- A. All Articles shall be construed as read, and no limitation shall be placed on any Article by virtue of its descriptive heading.
- B. Any notices or reports by one Party to the other Party under this Contract shall be made in writing, to the address shown in the first paragraph of this Contract, or to such other address as may be designated in writing by one Party to the other. Notices shall be effective when received if personally delivered, or three days after mailing if mailed.
- C. If any part of this Contract is held to be void, against public policy or illegal, the balance of this Contract shall continue to be valid and binding.
- D. This Contract shall be governed and construed in accordance with the laws of the Commonwealth of Kentucky.
- E. No delay or omission by either Party in exercising any right under this Contract shall operate as a waiver of that or any other right or prevent a similar subsequent act from constituting a violation of this Contract.
- F. At all times during the term of this Contract, Contractor shall comply with the Family Educational Rights and Privacy Act of 1974. If Contractor has access to student records, Contractor shall limit its employees' access to those records to persons for whom access is essential to perform this Contract.
- G. If this Contract requires Contractor and/or any employees of Contractor to perform services on the premises of any JCPS schools during JCPS school hours, all individuals performing such services under this Contract are required to submit per KRS 160.380 to a national and state criminal history background check by the Department of Kentucky State Police and the Federal Bureau of Investigation and have a letter, provided by the individual, from the Cabinet for Health and Family Services stating no findings of substantiated child abuse or neglect found through a background check of child abuse and neglect records maintained by the Cabinet for Health and Family Services.
- H. Contractor shall be in continuous compliance with the provisions of KRS Chapters 136, 139, 141, 337, 338, 341 and 342 that apply to the Contractor or subcontractor for the duration of this Contract and shall reveal any final determination of a violation by the Contractor or subcontractor of the preceding KRS Chapters.

IN WITNESS WHEREOF, the Parties hereto have executed this Contract to be effective as of August 7, 2019.

Contractor's Social Security Number or Federal Tax ID Number:

JEFFERSON COUNTY BOARD OF  
EDUCATION

National Center For Families Learning  
CONTRACTOR

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: Martin A. Pollio, Ed.D.  
Superintendent

Title: Jessie Hardison  
CFO/Senior Director of Operations

Cabinet Member: Dr. Carmen Coleman

CC

(Initials)

Jefferson County Public Schools  
**NONCOMPETITIVE NEGOTIATION  
DETERMINATION AND FINDING**

1. An emergency exists which will cause public harm as a result of the delay in competitive procedures (Only the Superintendent shall declare an emergency.) —

State the date the emergency was declared by the superintendent: \_\_\_\_\_

2. There is a single source for the items within a reasonable geographic area —

Explain why the vendor is a single source: \_\_\_\_\_

3. The contract is for the services of a licensed professional, education specialist, technician, or an artist —

State the type of service: Education Specialist will provide family engagement professional development and district support services to JCPS Early Childhood, Federal Programs Parent & Family Engagement Department and all participating JCPS to build capacity to collaborate effectively with families. This support package is designed to improve literacy levels for all preschool and kindergarten through 12th grade students through interactive and intergenerational literacy activities.

4. The contract is for the purchase of perishable items purchased on a weekly or more frequent basis —

State the item(s): \_\_\_\_\_

5. The contract is for proprietary item(s) for resale: This can include the buying or selling of item(s) by students when it is part of the educational experience —

State the type(s) of item(s): \_\_\_\_\_

6. The contract is for replacement parts when the need cannot be reasonably anticipated and stockpiling is not feasible —

State the item(s): \_\_\_\_\_

7. The contract or purchase is for expenditures made on authorized trips outside the boundaries of Jefferson County Public Schools —

State the location: \_\_\_\_\_

8. The contract is for a sale of supplies at reduced prices that will afford Jefferson County Public Schools a savings (Purchase must be approved by Director of Purchasing) —

Explain the logic: \_\_\_\_\_

9. The contract is for the purchase of supplies which are sold at public auction or by receiving sealed bids —

State the items: \_\_\_\_\_

**I have determined that, pursuant to K.R.S. 45A. 380, the above item(s) should be obtained by the Noncompetitive Negotiation Methods since competition is not feasible.**

Chrystal Hawkins

Print name of person making Determination

Title I

School or Department

Chrystal Hawkins  
Signature of person making Determination

6/28/19  
Date

National Center For Families Learning

Name of Contractor (Contractor Signature Not Required)

\_\_\_\_\_  
Requisition Number

Explanation of Noncompetitive Negotiation Methods can be found under K.R.S. 45A.380 and on page 15 in the





The National Center for Families Learning (NCFL) proposes the following family engagement professional development and district support package for Jefferson County Public Schools for the 2019-20 school year. The primary goal of the partnership between NCFL and JCPS is to ramp up family engagement efforts within the school system to provide consistent messaging within a unified early learning and literacy continuum that aligns curriculum and instructional practices and to provide professional development for staff, school administrators, and community networking partners focused on family and student needs and goals, that reflects cultural proficiency, and is driven by data and action plans.

NCFL works to eradicate poverty through education solutions for families. Throughout our 30-year history we have changed the lives of millions of families across the country by providing literacy strategies, programming, and resources. Engaging multiple generations of the same family in learning together has been a fundamental and distinguishing aspect of our work. We know this holistic approach creates a stronger impact and greater success for families.

NCFL's core work is to seed innovative multi-generation education models in communities and lead professional development efforts to enhance the field of educators and practitioners working with families. Our services seek to reach those most in need; across our current footprint we are serving ethnically diverse, low-income families in dozens of communities across the country. Most of these families are Hispanic-Latino (~80%), and the remainder are predominantly Native American and African-American. In addition to these communities, we have a broader network of community partners and have provided support to millions of teachers and students using NCFL's digital learning properties.

## PROPOSED SCOPE OF WORK

The Scope of Work for this partnership includes the following programs and system supports:

- JCPS-NCFL Early Childhood Professional Development – early language/literacy and family engagement supports for early childhood teachers
- JCPS Family Engagement – comprehensive supports for family engagement across participating schools and programs

These program supports include integrated capacity building and sustainability to maintain and sustain family engagement over time.

## BUDGET

A menu of programming options to deliver the proposed Scope of Work is detailed on the following pages. A budget snapshot is provided below:

Early Childhood Professional Development Partnership	Total base cost – \$150,000 (see attached detail)
Family Engagement for Participating Schools	Total base cost – \$494,900 (see attached detail)

## EARLY CHILDHOOD PROFESSIONAL DEVELOPMENT PARTNERSHIP

Services will be rendered by NCFL for JCPS from the date of contract execution and extending through August 15, 2020. The overarching goals of these contracted services include:

- 1) To improve literacy levels for preschool students through interactive and intergenerational literacy activities; and,
- 2) To help prepare preschool students for Kindergarten.

Strategies, objectives, and related activities are detailed below. The scope of the project will include all JCPS early childhood educational staff at the following JCPS early childhood centers: Alex R. Kennedy, Dawson Orman, DuValle, Hazelwood, McFerran, Maupin, Norton Commons, Shacklette, Riverport, Unseld, Watson Lane, and Westport.

### Strategy 1: Interactive literacy strategies to promote literacy development in the classroom

**Objective:** Increase the use of research-based interactive literacy activities as instructional strategies in the classroom.

#### Activities:

- Initial leadership consultation: NCFL Specialists will meet with administrators from each center to gain a better understanding of current literacy and parent engagement strategies. NCFL will review Work Sampling, ECERS-3, and other assessment data to help determine needs for each site.
- Early childhood instructional coach consultation: NCFL will meet with instructional coaches to review plans for each site.
- Initial professional development session: Based on initial meetings and data analysis for the current school year, NCFL Specialists will plan initial PD sessions at each site.
- Observation/feedback: Following the PD sessions, NCFL Specialists will visit a sampling of classrooms for observation/feedback sessions, which will be used to guide future PD. Specialists will also share thematic observations in data review sessions.
- Leadership consultation: NCFL Specialists and Directors will work with leadership to explore and define additional strategies currently used to engage families in JCPS sites beyond those observed in the initial visits.
- Ongoing professional development sessions: NCFL Specialists will host additional PD sessions with early childhood educational staff to continue focus on interactive literacy and parent engagement strategies based on observation/feedback sessions. These PD sessions will be followed by observation/feedback and additional coaching as needed.

### Strategy 2: Interactive and intergenerational literacy activities in the classroom, home, and community

**Objective:** Increase and improve preschool family engagement in children's learning using research-based instructional strategies.

#### Activities:

- Material creation: NCFL will utilize materials to host successful family learning events to highlight interactive and intergenerational strategies being used in the classroom. Such materials can be retained by JCPS for future use.
- Family learning events: NCFL will provide PD and coaching services to sites hosting a family learning event. Such events will be focused on engaging families in intergenerational literacy strategies. Events will offer a full battery of support services, including child care and healthy refreshments, and will be hosted in alignment with existing JCPS events when possible.
- Debriefing sessions: NCFL Specialists will host debriefing sessions at JCPS sites focused on successes and challenges with parent engagement efforts.



**Strategy 3: Summer engagement in intergenerational strategies based on inquiry-based learning. The target audience for summer programming will include building on existing programming as well as Phase I and II families.**

**Objective: Increase and improve family engagement in JCPS summer camp.**

**Activities:**

- Host summer professional development session: NCFL Specialists will host a PD session with summer early childhood educational staff to overview and practice inquiry-based, intergenerational literacy strategies and how to transition strategies *into the home*.
- Support summer family learning events: Work with JCPS summer staff to support family learning events one day a week at six sites for four weeks. Events will include NCFL content and materials to engage families on- and offline.
- Debriefing sessions: NCFL Specialists will host debriefing sessions with JCPS sites that will focus on successes and challenges with summer efforts.

**Strategy 4: Overall Family Engagement Support Plan**

**Objective: Increase intentionality in family engagement efforts of early childhood programs.**

This strategy has been expanded to cover family engagement for the entire school year. NCFL will work with JCPS early childhood to create materials that can be used this year and in future years for family engagement.

**Activities:**

- Planning and event scheduling: NCFL Specialists will consult in the planning stage for creating the family engagement plan and event schedule.
- Professional Development: NCFL Specialists will provide initial PD about family engagement for all teachers and staff working with preschool children.
- Coaching: NCFL will provide ongoing coaching and support for early childhood teachers and staff
- Materials: NCFL will provide evidence-based strategies and materials that support high quality family engagement.

**TOTAL EARLY CHILDHOOD SUPPORT BUDGET = \$150,000**



## FAMILY ENGAGEMENT FOR PARTICIPATING SCHOOLS

NCFL proposes to continue the work with JCPS to bring families together for learning to decrease the opportunity gap and improve outcomes for children and families. NCFL currently partners with a number of district and community entities to provide family engagement services and support, such as JCPS Early Childhood, JCPS Adult Education, Louisville Free Public Library Foundation, Okolona Elementary School, McFerran Elementary School, Dawson Orman Early Childhood Center, Fern Creek High School, Slaughter Elementary School, 2NOT1 Fatherhood & Families, Americana World Community Center, AMPED (Academy of Music Production, Education, and Development), Catholic Charities, and Louisville Urban League. Our goal is to engage and serve practitioners and families in intergenerational learning opportunities across a continuum of services, with varying levels of intensity and duration.

Our goal in partnering with JCPS Family Engagement is to bolster the district's capacity to support schools, administrators, and teachers as they work to increase meaningful family engagement that supports student learning and goes beyond compliance. The overarching goals of these contracted services are:

- 1) To improve literacy levels for students through interactive and intergenerational literacy activities and
- 2) To build capacity throughout JCPS schools to partner effectively with families.

Below is a description of each service to be rendered, its objective, and related activities.

### Strategy 1: FACE Team—District Leadership PLC

**Objective:** Increase intentionality of PLC approach to integrate all represented departments to improve outcomes of JCPS family engagement efforts.

A retreat has been added to this strategy to ensure that the work of the PLC is tightly aligned with JCPS 3 pillars and 6 systems.

#### Activities:

- Summer retreat: NCFL Specialists will work with JCPS to plan, facilitate, identify objectives for, and carry out a summer retreat planning session to integrate efforts to improve family engagement outcomes in JCPS schools. NCFL will provide a location, healthy meals, and refreshments for the retreat.
- Monthly meetings: NCFL Specialists will provide consistent support to the PLC to support district goals.

**Budget:** \$28,250

### Strategy 2: Parent Leadership

The parent leadership strategy has been expanded for the 2019-20 school year to focus on developing more school-based parent leaders by offering more educational training opportunities for parents. A Parent Leadership Academy and Certificate Track Curriculum have been added to increase parent and family leadership.

#### Objectives:

- Equip family members to advocate effectively in the school district.
- Empower family members and develop their leadership of family and community engagement efforts.
- Deepen family leadership capacity and connection in the community.

#### Activities:

- **Recruit Family Members:** NCFL Specialists will work with JCPS Family Engagement Specialist and Family Engagement Leads to engage a consistent cohort of family members in leadership and advocacy development. Up to 70 participants will be involved in the institute, and each will receive a stipend for the year.
- **Monthly Meetings:** NCFL Specialists will meet with participants once per month for three hours. Three options for these meetings will be maintained, and participants are expected to attend the same offering each month to build community within the groups.
- **Certificate Track Curriculum:** NCFL Specialists will collaborate with district staff to create a curriculum leading to a certificate track for participants.
- **Advocacy:** NCFL Specialists will engage district staff in creating systems for receiving family members' advocacy. NCFL Specialists will work with JCPS Family Engagement Specialist and Family Engagement Leads to engage any interested parents in the district as members of the Parent Advisory Council.
- **Monthly Meetings:** NCFL Specialists will coordinate and facilitate two 1.5-hour sessions per month for the PAC in conjunction with the Parent Leadership Institute so that participants may choose a meeting time that works best for their schedule.
- **Leadership and Advocacy:** NCFL Specialists will engage PAC members in additional leadership opportunities in the community as connected to participants' goals.

**Budget: \$157,700**

### **Strategy 3: Broad-Based School-Level Support—Non-CSI Schools (approximately 74 schools)**

In the 2018-19 school year, support was focused primarily on family engagement leads. Plans for the 2019-20 school year will include support for family engagement teams at each school. Support will also be extended to non-Title 1 schools.

**Objective: Support family engagement teams to create and implement school-level action plans based on school data**

#### **Activities:**

- NCFL Specialists will facilitate professional learning meetings to be held at rotating locations.
  - 3 professional learning meetings for elementary
  - 1 professional learning meeting for middle
  - 1 professional learning meeting for high
  - Possible online meeting to support groups as needed
- **School Support Visits:** Based on school needs, NCFL Specialists will provide support visits to schools tailored to the needs of the school family engagement team based on the school action plan (e.g., staff meeting presentation or support for planning a family learning event) and with a specific focus on integrating the PAC representative into family engagement efforts.

**Budget: \$161,850**



## Strategy 4: Focused School-Level Support—CSI Schools (approximately 21 schools)

This is a new strategy for the 2019-20 school year.

**Objective:** Integrate family engagement as a vehicle for school improvement

### Activities:

- **Coaching:** NCFL Specialists will provide monthly on-site committee and systems coaching
  - Update “The Missing Piece” rubric to inform school action plan.
  - Work with school to integrate the Parent Advisory Council representative in school decision making and family engagement in meaningful ways.
- **CSI Summits:** NCFL Specialists will collaborate with the JCPS Family Engagement Specialist to coordinate and provide twice annual CSI targeted school summits to facilitate sharing of progress on school action plans within the group of targeted schools.

**Budget:** \$105,100

## Strategy 5: Support for transition programming in 30 - 40 schools

This is a new strategy for the 2019-20 school year.

**Objective:** Increase intentionality in supporting children and families as they successfully transition between schools.

### Activities:

- **Transition Planning:** NCFL will work with a small group of JCPS staff to develop a transition toolkit to support the transition process in school settings.
- **Materials:** NCFL will work with JCPS staff to develop materials for families related to transition. These materials will be used at JCPS events and for outreach to community partners and children from non-JCPS settings. These materials would be created digitally and could be printed by JCPS staff.
- **Professional Development:** NCFL will provide professional development in the spring to teachers and staff at participating schools to facilitate strong implementation and planning for transition touchpoints.
- **Coaching:** NCFL Specialists will provide coaching opportunities during one early touchpoint and will provide guidance around continuous improvement for future touchpoints.

**Budget for Strategy 5:** \$42,000

➔ **Total Family Engagement Support Strategies:** \$494,900

### Grand Totals:

➔ **Total Early Childhood Support Strategies:** \$150,000

➔ **Total Family Engagement Support Strategies:** \$494,900

➔ **GRAND TOTAL ALL ACTIVITIES:** \$644,900