

EXHIBIT A

SERVICES/SCOPE OF WORK

Contract timeframe: Date of signature through December 31, 2027

IMPORTANT NOTICE: **Funding is contingent upon USDOE annual renewal.** The Prichard Committee will request USDOE extension through December 2028. If awarded a no cost extension, this contract date will be amended accordingly. See working timeline below.

Table A: Project Funding Timeline

	Start	End	Activity	District Director Budget	School Program Budgets Y1- \$75k per school Y2-Y4- \$65K per school Y5- \$65k per school must be spent by Dec. 2028
Planning	December 1, 2023	June 30th, 2024	7 month onboard/planning	\$75,000	\$0
Year 1 programming	July 1, 2024	June 30th, 2025	12 months paid programming	\$150,000	\$150,000
Year 2 programming	July 1, 2025	June 30th, 2026	12 months paid programming	\$150,000	\$130,000
Year 3 programming	July 1, 2026	June 30th, 2027	12 months paid programming	\$150,000	\$130,000
Year 4 programming	July 1, 2027	*June 30th, 2028	12 months paid programming	\$150,000	\$130,000
Year 5 programming	*July 1, 2028	**June 30th, 2029	6 months funding for District Director; full program funding.	\$75,000	\$130,000
			Total:	\$750,000	\$670,000
Key:				Total to District:	\$1,420,000
*1 year extension begins Jan. 2028-Dec. 2028. Extension is contingent upon USDOE approval and appropriations.					
** Full year funding is still available for programming but must be spent by Dec. 2028. Unpaid district and school programming by grant Jan. 2029-June 2029. Prichard will support sustainability planning leading to this point in programming.					

School District Commitments¹:

- 1) **Identify two Title I schools** in the district for participation in the project for approval by the FSCS State Steering Committee.
- 2) **5 Pipeline Services.** These two schools will identify three (3) existing pipeline services, as defined in *Exhibit E*, already coordinated at each school, and commit to adding two (2)

¹ Commitments #1-5 per United States Department of Education Full-Service Grant Requirements.

additional pipeline services based on needs expressed by local families, community and school members. Each school will implement the four pillars as a framework for pipeline services.

- 3) **4- Pillars.** These two schools will also implement the four pillars of Full-Service Community Schools. Four pillars include: 1. Integrated student supports, 2. expanded and enriched learning time, 3. active family and community engagement, and 4. collaborative leadership and practice to support high-quality teaching
- 4) **Collaborative Leadership: School principals, FRYSC Coordinators and FRYSC Advisory Councils will serve as collaborative leaders** in full-service community school implementation, including seeking local community and family input for plans and reports, decision making, and gaps and strengths assessments.
- 5) **Data Collection and Submission.**
 - a. **District level and school level FSCS** staff participate in quarterly data and program check-ins with Prichard Committee staff. FSCS District director will provide oversight, support, and communications to participating schools to ensure grant deliverables are met, *Exhibit D* and others as identified by the State Steering Committee.
 - b. **Participate in an annual project evaluation**, which includes collecting and reporting data after review and approval from any required boards or committees. It also includes interactions with the evaluation team as they engage on-site, through observations, interviews, and focus groups. Evaluation will include, but not be limited to the data indicators required in the grant application outlined in *Exhibit D*.
- 6) **Complete annual school plans for participating schools** with grant and funding requirements by the beginning of each school year. Submission dates for annual plans may fluctuate based on project implementation timelines. Annual school level plans outline programming plans, and staffing based on data collected from local needs assessments.
 - a. Plans should include input from families of enrolled children, teachers, and staff.
 - b. Plans should center equity approaches and best practices in family engagement in line with the four pillars.
 - c. Annual School plans are signed by a district level staff, school principal, FRYSC coordinator and PC staff and should align with and be integrated into larger strategic plans for the school and district to include but not limited to Comprehensive School/District Improvement Plans (CSIP/CDIP). School level template will be provided by Prichard.
- 7) **Hire a full-time FSCS District Director as a cabinet level leadership position**, that
 - a. **Reports directly to the Superintendent** and accountable to Prichard Committee for grant data and program deliverables as outlined in this MOA.
 - b. Ensures participation and collaboration between district strategic plans and implementation of the **4 pillars and 5 pipeline services** at 2 schools through the coordination of community assets and resources.
 - c. **Builds the capacity of school teams to work in a collaborative leadership model.** School teams include the School Principal, FRYSC Coordinator, FRYSC Advisory Council, and community partners.
 - d. **Leads school-based needs assessments to define gaps and assets** in the school and community critical for hyper-local implementation and continuous

improvement plans.

**See Exhibit C for a FSCS District Director sample job description.*

- 8) **Participate in training and technical assistance** opportunities offered, including but not limited to site visits, conferences, and networking opportunities. Professional learning may include, but not be limited to, the following:
 - a. Family Friendly Schools
 - b. Commonwealth Institute for Parent Leadership and other parent engagement and leadership development trainings.
 - c. Strengthening supports for early childhood
 - d. Leveraging collaborative leadership for high quality teaching
 - e. Integrating durable skills and deeper learning through community engagement
 - f. Community results-based accountability
 - g. Graduate profiles and credentialing
 - h. Increasing postsecondary pathways
 - i. Data literacy
 - j. Others as determined by state and district needs assessments completed in 2023-2024.
- 9) **Collaborate with KDE, Prichard Committee and State Steering Committee** to develop plans for sustainability of Full-service Community Schools strategies beyond the grant period.

Prichard Committee Commitments-

- 1) **Serve as the lead agency for full-service community schools program deliverables** including but not limited to State Steering Committee and ad-hoc workgroup management, conducting evaluations, needs assessments, and other reports, and providing recommendations and resources for systemic change.
- 2) **Provide staffing on state-level** to lead state and district-level research, coaching models, professional development opportunities, peer-learning networks, and capacity-building for sustaining programming post-grant period.
- 3) **Provide funding** for each district to hire a full-time FSCS District Director housed in the school district and the remaining funding for each school to implement pipeline services. (See Table A Project Funding Timeline)
- 4) **Provide program funding** (up to \$75,000 for each school in Y1 and \$65,000 for each school in years 2-5) for each district to provide programming at each school upon an agreed annual plan based on findings from local needs assessments and state level evaluation data. (See Table A project funding timeline)
- 5) **Provide professional evaluation**, research, and analysis to support continuous improvement and measure outcomes of the project.

Roles and Responsibilities of the State Steering Committee-

- 1) **Serve in an advisory role** to the cohort of Full-Service Community Schools in ensuring efficiency and effectiveness of state investment and resources to support components of the full-service community schools model.
- 2) **Provide feedback** on designing, implementing, and evaluating the full-service community schools program.

- 3) **Identify the process for selecting additional LEAs** to develop, support, and expand full-service community schools over the performance period.

EXHIBIT B

DISTRICT DIRECTOR COMPENSATION AND REIMBURSEMENT

Project funding is contingent upon annual renewal from the US Department of Education for the Full-Service Community schools State Scaling Grant. Anticipated funding January 2023-December 2027.

Budget periods:

Personnel- Community Schools District Director	Y1	Y2-Y5
Wages- Includes wages for 1 FTE Community School District Director. *Wages will vary by district and should reflect the district’s salary structure for a cabinet level position.		
Fringe- Calculated at ___% of salary		
Office supplies/Materials- Laptop and other materials needed for new staff		
In-State Travel- including site visits and PD across KY		
Out of State Travel- out of state PD—including annual Institute for Educational Leadership (IEL) Community Schools Conference. *The 2024 IEL conference will be hosted in June in Atlanta, GA		
Other Capacity Building Training- including online PD courses		
District Indirect (if applicable)		
Total District Director Costs:	<i>Max \$150,000</i>	<i>Max \$150,000</i>

The Prichard Committee may allow use of discretionary district funds to ensure the District Director is hired at a cabinet level position and compensation is in line with the district’s salary structure for that level.

Notice: Supplement not supplant. FSCS grant funds must be used to supplement, not supplant, any other federal, state or local funds that would otherwise have been available to carry out activities authorized under 4625 of the ESEA.

Invoices shall be submitted quarterly for services rendered and upon approval of Finance Director, Melody Brooks. Invoices should be sent to melody.brooks@prichardcommittee.org. A detailed summary of services provided shall accompany the invoice with all receipts and reporting form. Payment for services will be paid within 30 days, upon receipt of invoice in form and substance acceptable to Prichard Committee.

In reviewing your annual program budgets, Prichard Committee will follow the US Department of Education criteria: (1) Allowability of costs: All project costs are either permitted or not specifically prohibited, and necessary for project success (2 CFR §200.403)

(2) Allocable costs: All project costs are expended for a particular purpose or time period that benefits the grant (2 CFR §200.405) (3) Reasonable costs: all project costs would be incurred by any prudent person (2 CFR §200.404) <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>