

## DISTRICT APPLICATION FOR 2007-08 SECTION 1003(g) SCHOOL IMPROVEMENT FUNDS

### General Information:

Eligible School District    Union County\_\_\_\_\_

Tier 4 schools \_\_\_\_\_ Union County Middle School\_\_\_\_\_

### Team Completing the Application

District Instructional Supervisor(s) \_\_\_\_\_ Patricia Sheffer\_\_\_\_\_

District Title I Coordinator \_\_\_\_\_ Steve Carter\_\_\_\_\_

Principal(s) of Tier 4 schools \_\_\_\_\_ Rhonda Callaway\_\_\_\_\_

Others Designated by Superintendent (and title) Deborah Harman, Director of Special Education

Contact Name (from list above) and Phone Number \_\_\_\_\_ Steve Carter 270-389-1694\_\_\_\_\_

Superintendent's Printed Name \_\_\_\_\_ Dr. Gerald Novak\_\_\_\_\_

### Narrative:

#### Describe the following:

- 1. Conclusions about student achievement needs based on data analysis and how the proposed uses of school improvement funds will address areas where the data indicate that changes are needed to improve teaching and learning. Include achievement gaps with groups of students not making adequate yearly progress (AYP) as identified on the 2007 NCLB Report.**

Overall, Union County Middle School has shown significant academic gains in all areas of the KCCT with the exception of Reading. However, despite the overall academic gains, the gaps between the various subgroups have remained constant. Please refer to attachment 1 for data details and charts.

The academic growth over the past two years is indicative of the potential of the students of UCMS and reflective of the recent changes in key personnel. Further imbedding a culture of a school focused on learning and instruction will lead to future growth.

The 1003 g funds will be utilized for the implementation of a coaching program for the principal and shifting the school in the direction of being learning centered. The funds will be utilized for the purchasing of books for all staff, staff stipends, travel for consultant and selected staff and team members to attend a summer conference focused on the learning centered school methodology of Mike Rutherford.

- 2. The type of technical assistance and professional development the district provides to the Tier 4 schools in your district. The technical assistance provided to a school being restructured should focus on helping the school make substantive and significant changes in its approaches to teaching and learning by emphasizing the use of student achievement data and research to inform instructional strategies. Additionally, the assistance should help the school with budget allocation, professional development for principals and teachers, and other strategies necessary to ensure the restructuring plan is implemented and sustained in the future.**

The district has worked with the school in providing structured/focused professional development identified in the school's CSIP and individual teacher's growth plans. Please refer to attachment 2 for the professional development sessions offered prior to the start of the 2007-2008 school year.

In moving through the program, both the principal and SBDM council will gain insight and direction into new and focused use of the various resources. Discussion during the coaching sessions with Mike Rutherford and the district personnel serving on school leadership support team will review current PD and propose/plan upcoming sessions. Currently, UCMS has added a math coach position and will continue to have in place for the upcoming school which provides modeling and best practices for the entire math department. Professional development will also be utilized to provide ongoing curriculum alignment as well as the analysis of student work.

- 3. How the district will use section 1003(g) funds for Tier 4 schools for a leadership intervention program either through the School Leadership Support Team (SLST) or a model developed by the district. The description must include how the leadership intervention program will provide support to the school principal and to the council.**

The district will utilize the funds to enter into a partnership with the Rutherford Learning Group in Creating the Learning Centered School program. This program will provide for a school wide approach and be systemic in implementation. Personal coaching and observations will be provided to the principal by Mike Rutherford. Site based council members will be invited to attend the conversation sessions with Mike and the council will be addressed by the principal and/or district staff following each of the coaching visits. As three teachers will also be part of the instructional team, a SBDM teacher representative will be encouraged to serve as one of the teacher members. Please refer to attachment 3 for further details on the Creating the Learning Centered School program.

- 4. Describe how the leadership intervention program and other reform strategies implemented as a result of the intervention model will contribute to achieving improved student achievement at the Tier 4 schools.**

We believe implementing a schoolwide program that focuses on the development of leadership amongst the teachers as well as providing assistance to the building principal and assistant principal will have a more immediate impact. Furthermore, it will imbed a model that can be practiced and exist in the event the building administration were to change over the next few years. As indicated by research, the culture of the school is the number one factor related to successful schools. As a district, we believe the LCS approach will be the most beneficial and holistic approach to positively impact and develop a culture focused on student learning.

**Budget:**

Complete the following budget; keep in mind that the majority of the leadership intervention program may be coded as professional service (MUNIS Code 300). Note that the code for salaries for school employees (MUNIS Code 100) has been added for extended day (stipends) for teachers and for substitutes. If other codes are needed, contact Judy Howard in the Division of Budgets at (502) 564-1979 or by email before adding other codes.

CATEGORY	DESCRIPTION	SECTION 1003(g) FUNDS
<b>Salaries for School Staff</b> MUNIS Code 100	\$2000 for stipends for staff to participate in self assessment	\$2000
<b>MUNIS Code 200</b>	\$500 Fringes for stipends	\$500
<b>Professional Services</b> MUNIS Code 300	\$39,125 Rutherford Learning Group for membership in Creating the Learning Centered School program	\$39,125
<b>Purchased Services</b> MUNIS Code 500	\$7500 travel for staff	\$7500
<b>Supplies &amp; Materials</b> MUNIS Code 600	\$900 for teacher workbooks and fieldbooks for staff	\$900
<b>Miscellaneous</b> MUNIS Code 800	\$769 Dues and Registration	\$769
<b>OTHER (Describe) expenses)</b> MUNIS Code 900		
<b>TOTAL District Grant Award (from page 3)</b>		\$50,794

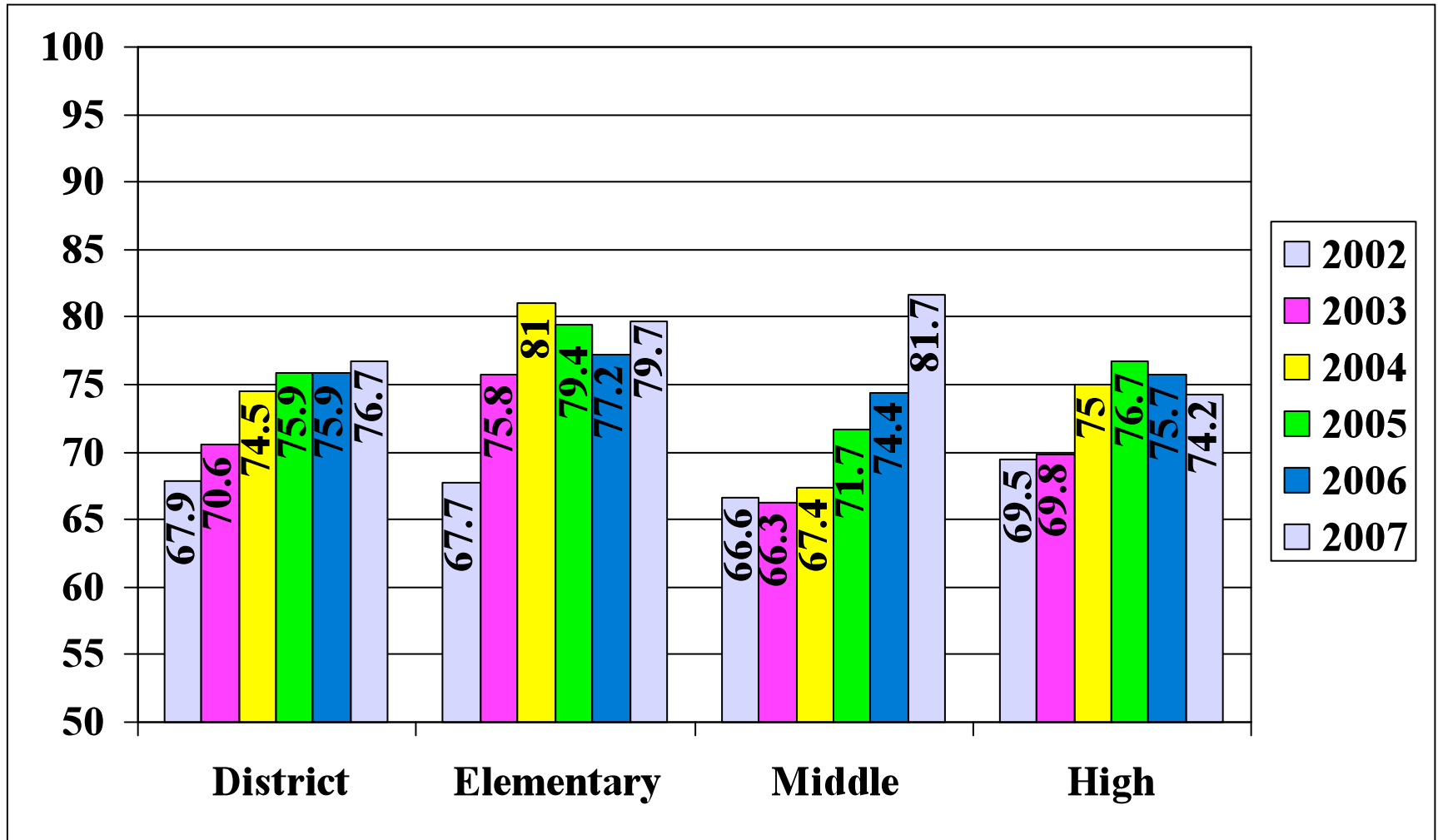
Section (g) School Improvement funds will be reimbursed through Federal Cash Request. Munis Project Code 3208g to be added to the request form when requesting funds.

Please submit Application by email to:  
[title1reports@education.ky.gov](mailto:title1reports@education.ky.gov)

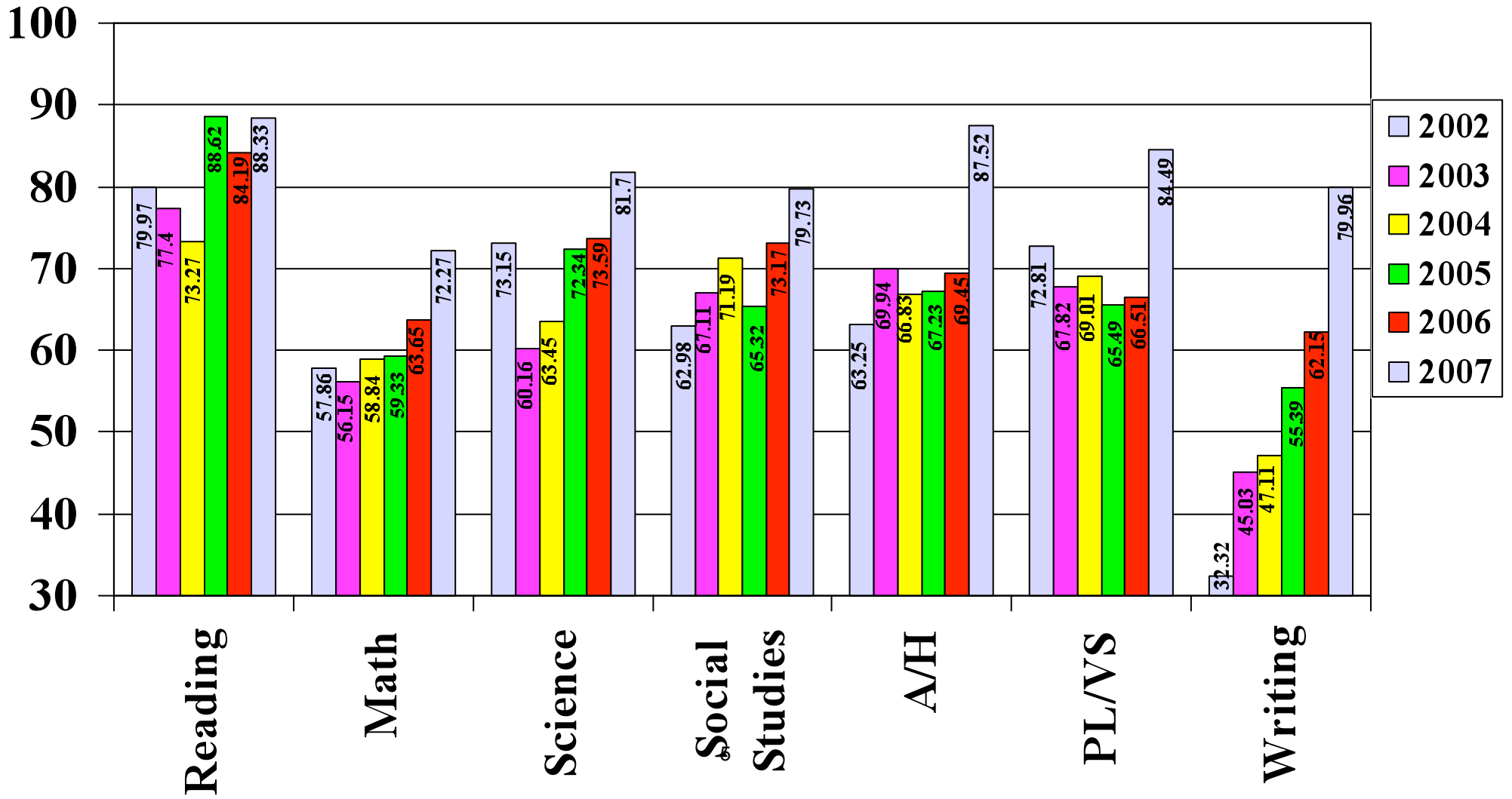
**DEADLINE: April 18, 2008**

**Attachment 1: pages 4-9**

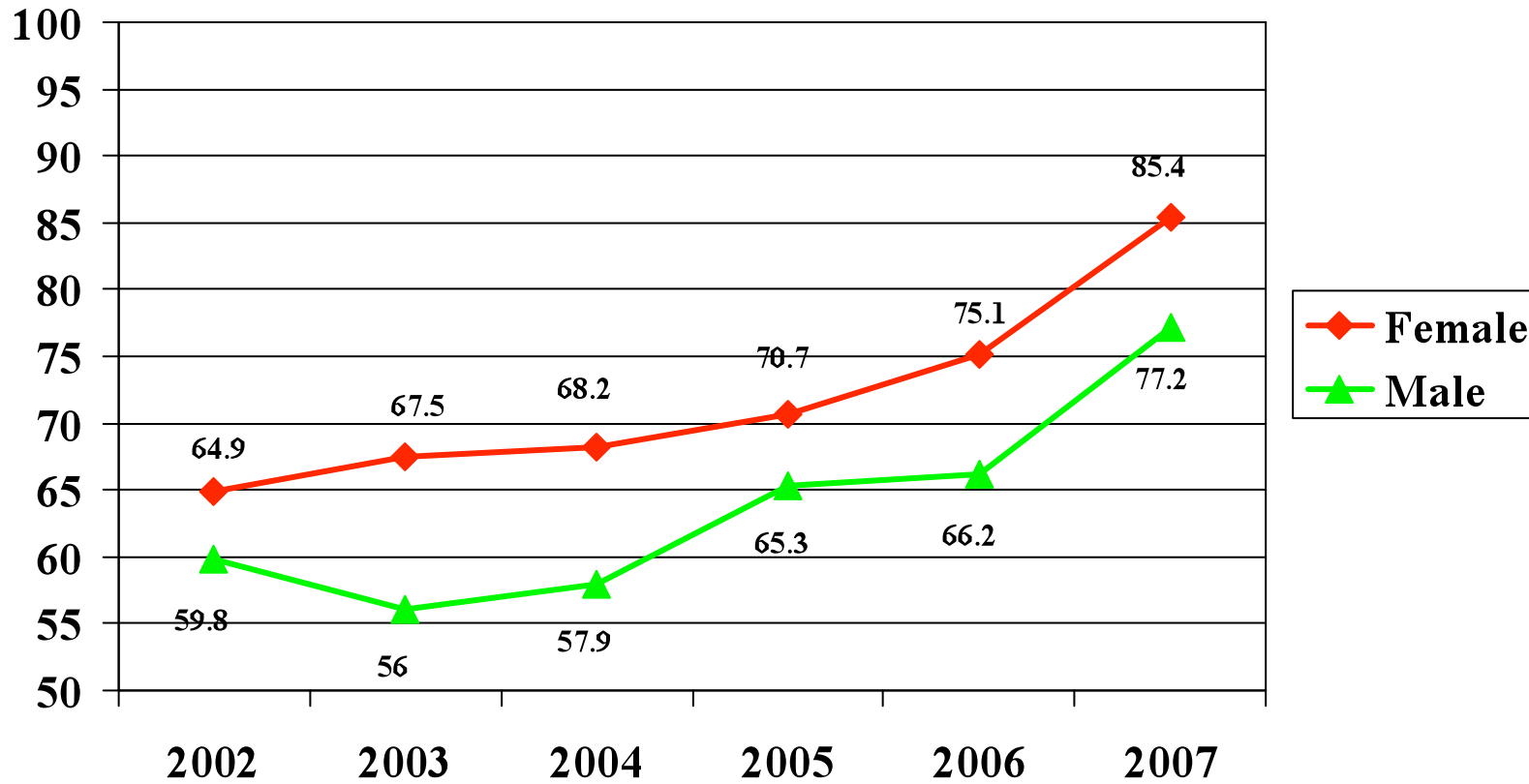
**Total Accountability Index  
Trend Summary 2002-2007**



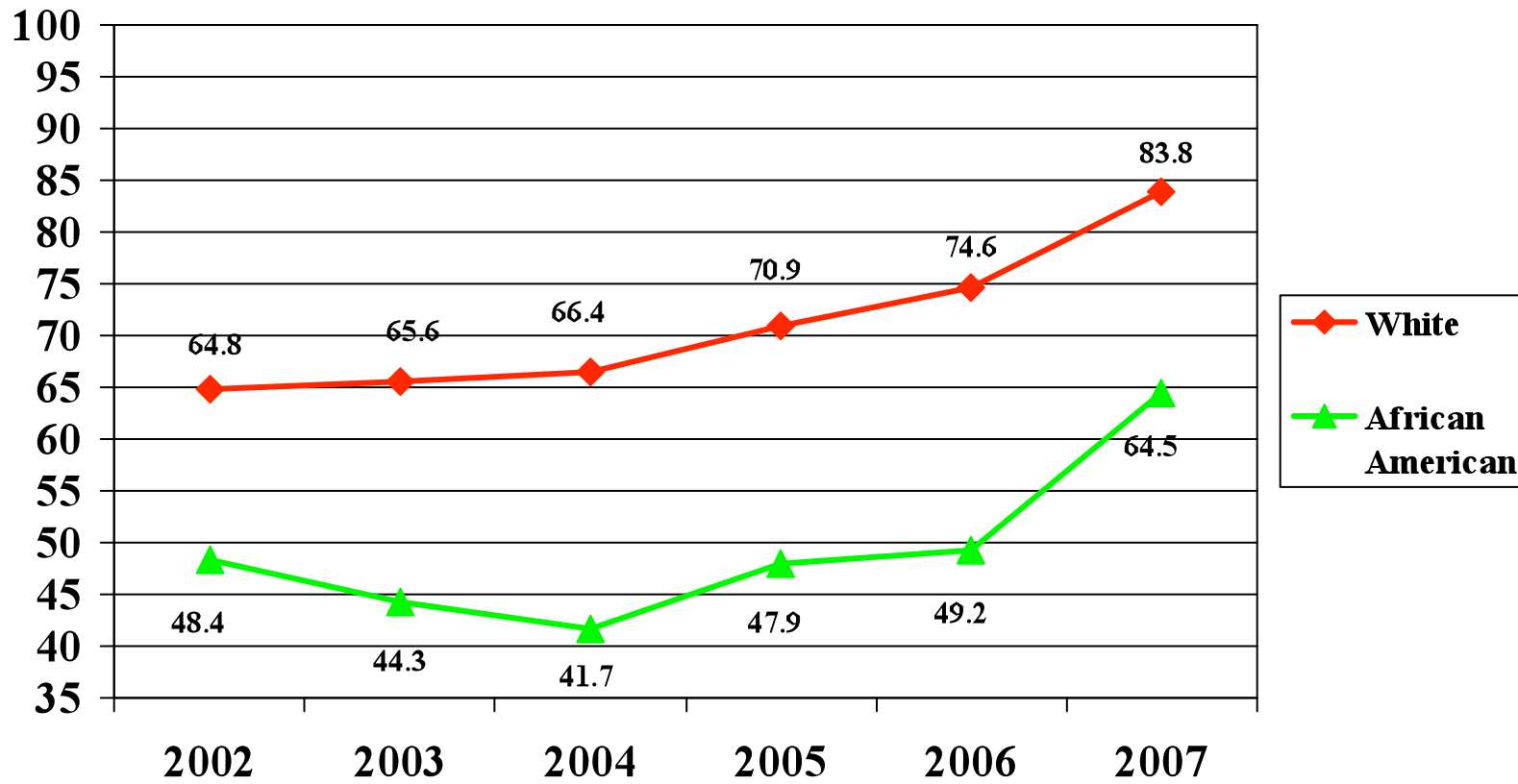
### Middle School Academic Index Trend 2002-2007



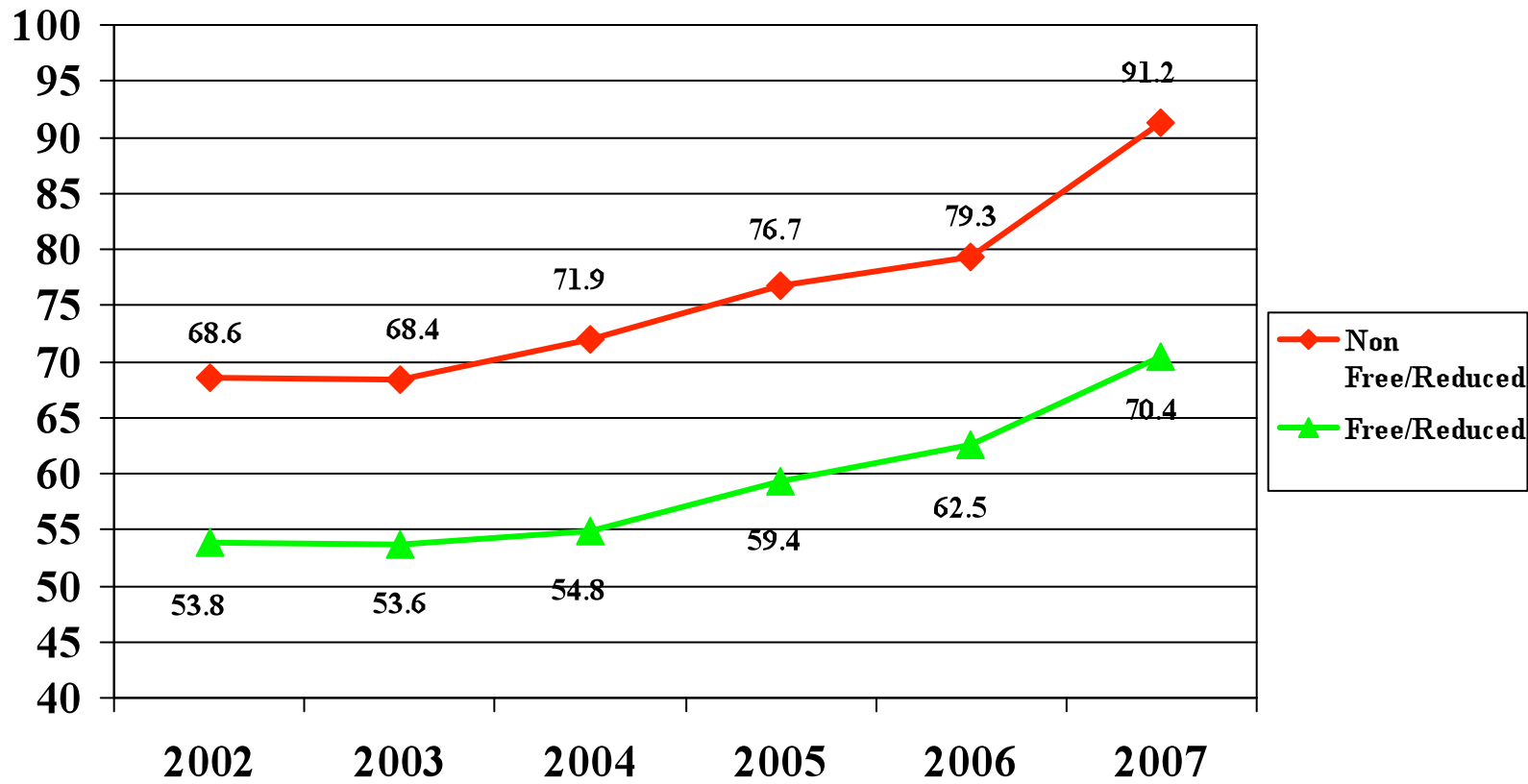
# Academic Index Middle School Gap Trend



# Academic Index Middle School Gap Trend

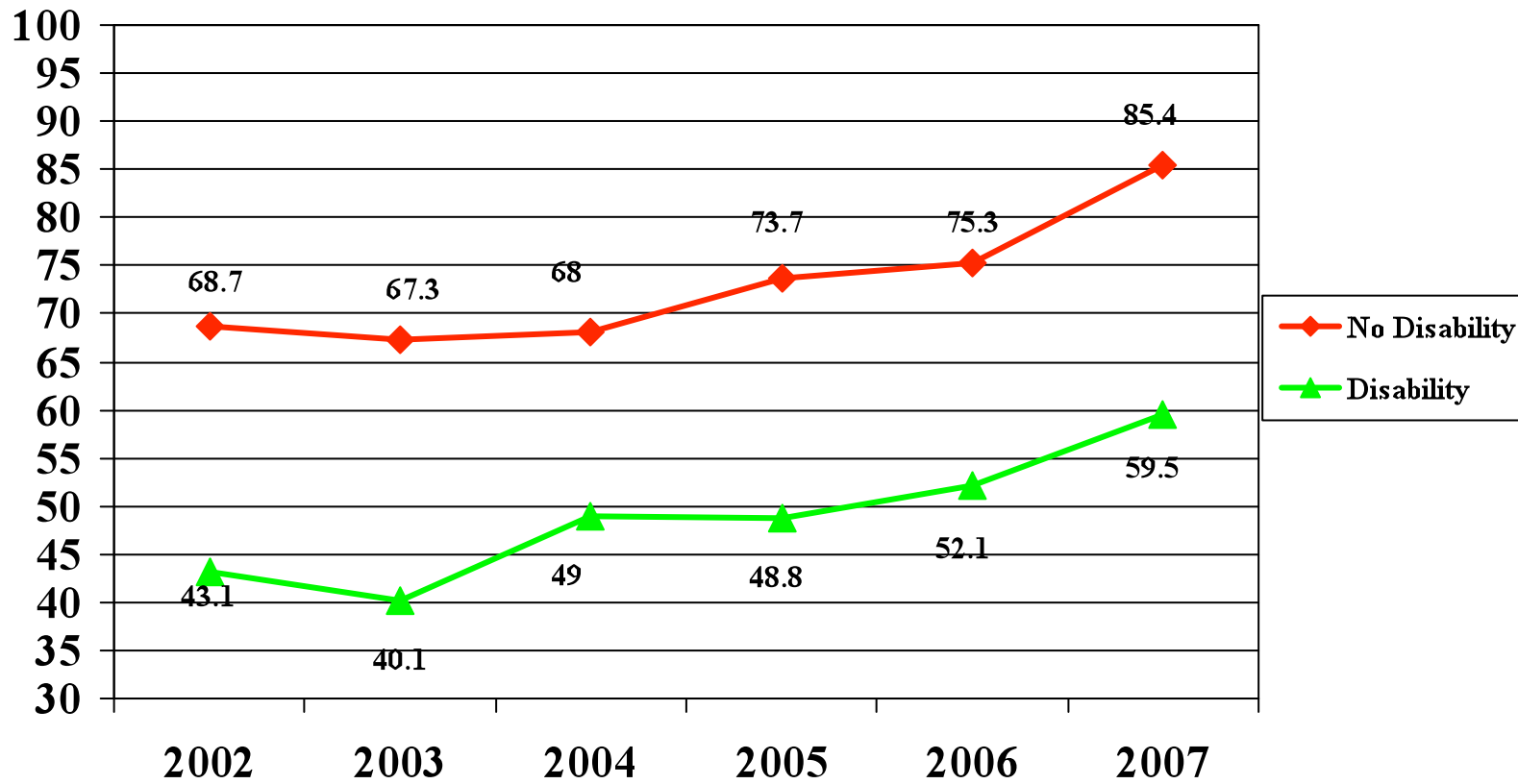


# Academic Index Middle School Gap Trend





# Academic Index Middle School Gap Trend



## Attachment 2:

Session #	Possible Presenter	Session Title	Credit Hours	Times	Dates	Location
2	Deborah Harman	Read and Write gold	3	9:00-12:00	7/31/07	UCMS Computer Lab
3	Dan Whitesides	Utilizing NWEA to differentiate	3	9:00-12:00	8/1/07	Herron Tech Center
4	Steve Carter	Building Positive relationships	3	12:00-3:00	7/26/07	Herron Tech Center
5	Ms. Sheffer	Proficiency Quest--DOK and Union Co. Standards	3	8:00-11:00	7/23/07	UCMS Library
6	Peggy Monroe	Encyclomedia	3	9:00-12:00	7/31/07	SES
7	Amy Waggener	Utililizing Microsoft and Outlook tools	3	9:00-12:00	7/25/07	MES
8	Sylvia Abell	Open-Response Questions for Elementary	3	8:00-11:00	7/17/07	UCHS Library
9	Sylvia Abell	Open-Response Questions for Middle and High	3	12:00-3:00	7/17/07	UCHS Library
11	Carol Martin	STI Gradebook	3	9:00-12:00	7/31/07	UCHS Computer Lab
12	Mary Helen Hodges	Elementary Math	3	8:00-11:00	7/16/07	MES
13	Mary Helen Hodges	Elementary Math	3	12:00-3:00	7/16/07	MES
18	Meg Gatten	Differentiation for Gifted Students	3	8:00-11:00	7/18/07	SES
19	Crystal Kuykendall	Opening Day	6	7:45-3:30	8/7/07	UCHS
20	Anne Ryan	Elementary- Types of Writing	3	8:30-11:30	8/2/07	SES
21	Tiffany Sanders	Collaboration	3	9:00-12:00	8/1/07	UCHS Library
22	Kimberly Matson	Behavior Modification	3	9:00-12:00	7/26/07	UCHS Library
23	Tiffany Sanders	Collaboration	3	9:00-12:00	8/2/2007	Herron Tech Center

## Attachment 3: pages 11 and 12

**Date:** 3/12/08

**Proposal Number:** 0809UnionCounty

### Client / Contracting Agency

Union County Public Schools  
510 South Mart Street  
Morganfield, KY 42437  
Phone: 270-389-1694  
Fax: 270-389-9806

### Contact Person

Steven Carter  
Deputy Superintendent  
steven.carter@union.kyschools.us  
cell: 270-952-4110

## Description of Professional Development Products or Services

Research shows that the teacher makes the difference in student achievement. *Creating the Learning Centered School* or LCS is built on a solid foundation of research and practice which clearly indicates teachers cannot sustain student achievement gains over time through stock recipes and quick fix programs. LCS provides the profound knowledge that teachers need to apply in their daily instructional decisions. LCS validates effective practice, provides additional instructional strategies, enhances teacher capacity and commitment and promotes accelerated learning through student engagement.

Rutherford Learning Group will provide any or all of the following professional development products and services to assist Union County to support the Union County Middle School.

1. On site sessions with Mike Rutherford to introduce and teach LCS principles of learning. Daily rate is \$4500 plus expenses.
2. LCS Media Program (select a or b and c and d)
  - a. District site license: the digital program is loaded onto the district server, accessible, just in time, for teachers to access ideas, and for principals to use in coaching sessions. Includes DVD set and facilitator's guide for each school. Cost is \$5000.
  - b. DVD program: Fifteen 35-40 min. taped sessions which teach the 18 principles of learning, one facilitator's guide, one teacher workbook. Cost is \$1850.
  - c. LCS Teacher Workbook for participants @ \$17.50 per copy.
  - d. LCS Skillful Observation and Coaching Fieldbook for administrators and teacher leaders @ \$17.50 per copy.
3. Registration for district/school leaders and teacher leaders for the LCS 2008 Summer Institute. Provides a sound introduction to LCS and a network of schools and districts where LCS is being used to improve student results. Cost is \$4900 per team of four and includes registration, 2 nights' hotel

accommodations (double occupancy), meals during the conference and the DVD series (b above). If the district purchases a site license, the cost for the Summer Institute is \$900 per person.

4. On site sessions with Mike Rutherford to teach and model skillful observation and coaching with administrators and teacher leaders. Mike leads classroom observations and assists observers to identify instructional strengths in each teacher. When coaching is modeled, Mike will name the principle of learning identified as a strength and draw out the applications for the future. Follow up coaching helps the teacher master best practice strategies. Daily rate is \$4500 plus expenses.
5. Principal executive coaching: Six sessions

One on one, Mike will assist the principal to identify personal professional strengths for this role, and assist her to use those strengths to become a peak performer. Since the principal will be included in the team coming to the Summer Institute, she will meet Mike in Charlotte and learn the principles of effective instruction.

The 0809 coaching experience will consist of six sessions.

- a. Four sessions will be scheduled for the days Mike is providing training in Union County. The principal will participate in the training. In addition, on those days, Mike will provide two hours of executive coaching. The introductory session will be scheduled for the August date; Mike will meet with the principal and provide an outline of the work and assessment materials. In November, January, and March, Mike will spend two hours with the principal, observing classes, and working with her on the personal growth work. He will also meet with district stakeholders at these times to report on progress toward goals.
- b. Two additional dates will be scheduled, one in the fall and one in the spring, where Mike spends the entire day with the principal. On each of these days, Mike will provide coaching, visiting classrooms with the principal, and talking together about what they see and how to support instruction. They will assess progress toward goals, make mid course corrections, and set new goals as needed.
- c. Additional support will be provided through emails and conference calls.

**Recommended Plan:**

We recommend the following components to effectively meet your goals to impact student results:

- |   |                    |
|---|--------------------|
| 1 Mike Rutherford, on site, August and March, to teach LCS principles to all middle school educators. 2 days @ \$4500 = |                    |
| \$9000 plus expenses.   |                    |
| 2. LCS Site License   | 5000               |
| a. 40 LCSTeacher Workbooks @ \$17.50 =  | 700 + s&h          |
| b. 10 LCS Fieldbooks @ \$17.50  | 175 + s&h          |
| 3. LCS Summer Institute Registration for 8 people @ \$900   | 7200               |
| 4. Mike Rutherford, on site November and January  | 9000 plus expenses |
| "Skillful Observation and Coaching"   |                    |
| for district principals, assistants, and teacher leaders (10)   |                    |
| 5. Principal executive coaching, 6 coaching sessions  | 9000 plus expenses |
| a. 4 sessions bundled in with on site training  |                    |

- b. 2 additional whole days (1/fall, 1/spring)
- c. Email and conference call support

**Total Cost of Recommended Plan**

**\$40,075 plus expenses**