## ***Massachusetts Department of Elementary and Secondary Education FY2023***

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| **Name of Grant Program:**  Growing Literacy Equity Across Massachusetts (GLEAM), K-5 and 6-12 Continuation | **Fund Code:** 509 and 510 |

**GLEAM Fund Use Details**

This attachment provides full details about how GLEAM K-5 and 6-12 FY23 continuation funds may be used. This continuation grant will provide funding as well as hands-on support from Department specialists for recipients to continue implementing the activities listed under either Track 1 or Track 2. Following the grant period, recipients are expected to continue implementing the materials and practices initiated by this grant and will have access to ongoing customized assistance from DESE specialists, as needed.

**FY23 Changes**

For the FY23 continuation grant, the following funding changes have been made to better meet the needs of GLEAM districts and to ensure districts have the resources necessary to implement and sustain all GLEAM program activities:

1. Professional Development
   1. Increased funding
   2. Fewer restrictions for Track 1 districts on the number of full and half PD days that will be funded.
2. Customized Support from Literacy Consultant
   1. Increased funding to support the following activities:
      1. Implementation of new high quality curricular materials (Track 1)
      2. Implementation of school and district literacy action plan (Track 2)
      3. Development of coherent and aligned professional development plan
      4. Leadership coaching and capacity building to support strong MTSS structures and sustainable continuous improvement for literacy teaching and learning
3. Stipends
   1. Increased funding per track and fewer restrictions on the number of educators who can receive stipends

Please read the rest of this document for details and see the attached budget workbook for specific funding limits and amounts.

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**Track 1: For FC509 and FC510 districts embarking on the evaluating and selecting process for implementing new high quality core curricular materials**

“High quality core curricular materials” is defined as: comprehensive curricular materials for ELA/Literacy that are rated “meets expectations” or “partially meets expectations” overall based upon a [CURATE](https://www.doe.mass.edu/instruction/curate/) review. If a CURATE review is not available, materials must be rated “all-green” on [EdReports’](https://edreports.org/) Gateway 1 and Gateway 2 to meet the definition of “high-quality.”

*GLEAM Grant continuation recipients in Track 1 may use GLEAM FY23 Continuation funds for the following activities.*

1. **Purchase of selected curricular materials.** Recipients will procure the selected high-quality curricular materials for all classrooms in all schools participating in the grant. The selected curricular materials must be high-quality as defined above. For digital materials, this grant will fund the purchase of student licenses for a minimum of 2 years and a maximum of 4 years. This grant will fund half the cost of procurement of ELA/Literacy curricular materials, with the other half paid by the applicant. Districts will need to submit an itemized quote for approval. This grant will cover 50% of the cost of the approved quote. For Track 1 districts that have not already purchased curricular materials, the expectedtime frame to make the purchase is sometime **between October 2022 and June 2023**. Please use the Budget Workbook to calculate estimated costs for this purchase.
2. **Professional development for teachers and administrators to support skillful and culturally responsive implementation of the new curricular materials**. Provide professional development to all teachers and administrators working within the focus grade band at participating schools from the publisher of the selected curricular materials or another highly qualified vendor. DESE will provide guidance on selecting a qualified vendor and vendors will need to be approved by DESE. Professional development should commence sometime after the curriculum is purchased. This may be as early as October 2022 or as late as August 2023. Curriculum-specific professional development should be completed by June 2024 at the latest. The expected amount of curriculum-specific professional development is approximately $20,000 for the first PD site and $8,000 for any additional PD site. The number of sites cannot exceed the number of schools participating in GLEAM. This grant will fund the cost of the PD. Please use the Budget Workbook to calculate estimated costs.
3. **Professional development for Literacy Coaches or similar building-based Literacy Leaders in a collaborative support network, organized and sponsored by DESE.** Each participating school will designate a Literacy Leader to participate in regular professional development in a collaborative support network, organized and sponsored by DESE. This may be a Literacy Coach. The Literacy Leader is paid by the district; the collaborative professional development network is funded by this grant. Building-based Literacy Leaders are expected to participate in regular meetings of this collaborative support network for the entire grant program period. The expected cost for participation in the Network is $1,500 per school.
4. **Customized support from an expert Literacy consultant onsite periodically throughout the grant period, responsive to the needs of the school.** Each participating school will be matched with an expert literacy consultant who will provide ongoing support responsive to the needs of the school. The consultant can provide support including, but not limited to, (a) working with the GLEAM Leadership Team to develop and carry out an effective, job-embedded, and culturally responsive tier 1 core curriculum implementation plan; (b) working with teachers on data-based instructional decision-making; (c) working with administrators or Instructional Leadership Team (ILT) to build and implement MTSS schedules and routines; (d) observing instruction and evidence of student learning in order to provide professional development to the Principal, ILT, and/or teachers, customized to the needs of the school; (e) building leadership capacity and sustainability. This grant will fund the consultants’ services. Recipients are expected to engage with and receive support from their consultant regularly for the entire grant program period.Please use the Budget Workbook to calculate estimated costs.
5. **GLEAM Leadership Team stipends.** The GLEAM Leadership Team will work together to coordinate and enact the multi-year work of this initiative, across schools if applicable, and will also attend DESE-run conferences for GLEAM recipients. Up to $6,500 annually per school may be budgeted under “stipends” for educators from each participating school who serve on the GLEAM Leadership Team, to cover:
   1. Time beyond contractual hours to develop, implement, and sustain a curriculum implementation plan (max: $2,500 of stipends)
   2. Travel costs and time beyond contractual hours, if applicable, to attend DESE-run conferences up to two times annually. Attendance of GLEAM Leadership Team members at GLEAM convenings is required. Convenings may be in person or virtual.
   3. Time beyond contractual hours to serve on the GLEAM Leadership Team

Please use the Budget Workbook to calculate estimated costs.

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**Track 2: For FC509 and FC510 recipients who have completed a comprehensive Needs Assessment and a literacy action plan.**

*GLEAM Grant continuation recipients in Track 2 may use GLEAM funds for the following activities.*

1. **Purchase of instructional materials for use in Tier 2/3 interventions, assessment(s), and/or professional development, based upon the results of the needs assessment**.Recipients may begin purchasing the identified materials and/or professional development when the needs assessment and planning process is complete, as early as October 2022, as determined by local needs. Purchasing must be complete by August 2023. All specific materials selected will need to be approved by DESE specialists. For instructional materials or assessments that are purchased, the recipient must also purchase associated professional development for all teachers and administrators who are expected to utilize those materials or assessments. This grant will fund half the cost of procurement of instructional materials, with the other half paid by the applicant. The grant will fully fund the cost of assessments and/or professional development. Because purchase costs for materials and assessments cannot be accurately estimated until the needs assessment is complete, estimates guided by the Budget Workbook are acceptable for the grant application at this time, and budgets can be updated later when more accurate costs are determined. The expected amount available for professional development is approximately $15,000 for the first PD site and $8,000 for any additional PD site. The number of sites cannot exceed the number of schools participating in GLEAM. This grant will fund the cost of the PD. Please use the Budget Workbook to calculate estimated costs
2. **Professional development for Literacy Coaches or similar building-based Literacy Leaders in a collaborative support network, organized and sponsored by DESE.** Each participating school will designate a Literacy Leader to participate in regular professional development in a collaborative support network, organized and sponsored by DESE. This may be a Literacy Coach. The Literacy Leader is paid by the district; the collaborative professional development network is funded by this grant. Building-based Literacy Leaders are expected to participate in regular meetings of this collaborative support network for the entire grant program period. The expected cost for participation in the Network is $1,500 per school.
3. **Customized support from an expert Literacy consultant onsite periodically throughout the grant period, responsive to the needs of the school.** Each participating school will be matched with an expert literacy consultant who will provide ongoing support responsive to the needs of the school. The consultant can provide support including, but not limited to, (a) working with the GLEAM Leadership Team to develop, carry out, and sustain a job-embedded, high-quality, and culturally responsive comprehensive literacy action plan based on the results of the Needs Assessment (b) working with teachers on data-based instructional decision-making; (c) working with administrators or Instructional Leadership Team (ILT) to build and implement MTSS schedules and routines; (d) observing instruction and evidence of student learning in order to provide professional development to the Principal, ILT, and/or teachers customized to the needs of the school; (e) building leadership capacity and sustainability. This grant will fund the consultants’ services. Recipients are expected to engage with and receive support from their consultant regularly for the entire grant program period.Please use the Budget Workbook to calculate estimated costs.
4. **GLEAM Leadership Team stipends.** The GLEAM Leadership Team will work together to coordinate and enact the multi-year work of this initiative, across schools if applicable, and will also attend DESE-run conferences for GLEAM recipients. Up to $4,000 annually per school may be budgeted under “stipends” for educators to from each participating school who serve on the GLEAM Leadership Team, to cover:
   1. travel costs and time beyond contractual hours, if applicable, to attend DESE-run conferences up to two times annually. These are required for the GLEAM Leadership Team to attend. Convenings may be in-person or virtual.
   2. time beyond contractual hours to serve on the GLEAM Leadership Team

Please use the Budget Workbook to calculate estimated costs.