PART III – REQUIRED PROGRAM INFORMATION

Overview: The purpose of this grant is to fund specific strategic initiatives that will improve the state's lowest achieving schools and districts, and support their continuous cycle of improvement.

Specifically, this grant will fund an Executive Administrator for Curriculum and Assessment position to coordinate curriculum and assessment across the Five District Partnership (5DP), which convenes district and school leaders from Chelsea, Malden, Winthrop, Everett and Revere. The position will provide direction and leadership relative to curriculum and assessment in the areas of English Language Arts, mathematics and science, particularly around the development of common curricula based on the 2011 Massachusetts Curriculum Frameworks, and in the design and implementation of model instructional units and a shared system of formative and summative assessment across all five districts.

Districts applying for this grant must 1) Describe the goals and activities of the Five District Partnership and the proposed Executive Administrator position, with an emphasis on how hiring an Executive Administrator will allow the participating districts to meet these goals, 2) explain how these goals and activities align to one or more of the Massachusetts District Standards & Indicators, 3) describe how the participating districts will identify and monitor progress toward the Five District Partnership goals, including early evidence of change, intermediate benchmarks and long-term evidence of success.

Instructions:

Step 1: Review the District Standards & Indicators (included below and posted online at http://www.doe.mass.edu/apa/review/district/StandardsIndicators.pdf)

Step 2: Use the form on the next page to submit a narrative description of the proposed grant-funded activities and strategies for identifying and monitoring progress towards the Five District Partnership’s goals.

District Standards & Indicators

1. Leadership and Governance
2. Curriculum and Instruction *
3. Assessment *
   Required: If connecting to this standard’s Indicator 3, Professional Development, districts must also explain how their proposed initiatives connect to and satisfy the Massachusetts Standards for Professional Development (attached to this grant Request for Proposals as Appendix A).
4. Student Support *
   Required: If connecting to this standard’s Indicator 4, Partnerships and Services to Support Learning, districts must also explain how their proposed initiatives connect to indicators for one or more of the Massachusetts Family, School, and Community Partnership Fundamentals [http://www.doe.mass.edu/boe/sac/parent/FSCPfundamentals.pdf]
5. Financial and Asset Management
6. Human Resources and Professional Development
   * Note: If connecting to the standards for Curriculum & Instruction, Assessment, and/or Student Support Standard, districts may benefit from integrating the Massachusetts Tiered System of Support (MTSS) [http://www.doe.mass.edu/mtss/] with their planning.
Part 1.
- Describe the background, theory of action, activities and goals of the Five District Partnership and the proposed Executive Administrator position.
- Describe how hiring an Executive Administrator will allow the participating districts to meet its goals.
- Attach any supporting documents, including work plans and position descriptions.

Part 2. Explain how the goals of the Five District Partnership and the proposed Executive Administrator position connect to one or more of the Massachusetts District Standards & Indicators.

Part 3:
- Describe how the Partnership will identify and monitor progress towards the Five District Partnership goals, including how the Partnership will look for and document early evidence of change, intermediate benchmarks and long-term evidence of success.
- Where appropriate, identify and describe goals and progress monitoring methods that are specific to individual districts within the Five District Partnership.
- Describe how the proposed Executive Administrator will support the implementation of the Partnership’s goals, and how the Partnership will supervise and monitor the work of the Executive Administrator to ensure the position is achieving its intended impact.

Part 4:
- Describe professional development opportunities intended to support the goals of the Partnership.
- Identify the rationale for selecting the identified professional development
- Provide a description of data that was used in decision-making
- Describe how the Partners will monitor the impact of the professional development on professional practice and student outcomes, including a description of the data sources the district will use to assess efficacy and impact
- How these activities will support strategic district and school improvement efforts aligned with the goal of halving proficiency gaps by the year 2017:
- A description of how the professional development aligns with the ESE Standards for Professional Development (Attachment A to this grant RFP).