



## Better Every Day Grant Program Guidelines 2019-2020

### Overview

Local School Governance Teams have the opportunity to design a school-based initiative to support the implementation of their School Growth Plans. The growth plans, as described in their 90-Day Action plans, identify each school's top priorities. They also outline desired outcomes for each priority as well as specific strategies school leaders and staff undertake to address them. Grant-funded initiatives should support one or more priority and supplement or enhance the implementation of identified strategies.

For the 2019-2020 school year, the district is dedicating approximately \$596,000 to support the grant program.

Grant funds are available through supplemental money the state provides to charter systems. They support efforts to improve student outcomes, either district-wide or at the school level. The amount of the supplement can vary year to year and must be approved annually by the legislature.

### Grant Application Process

There are four grant proposal submission deadlines for the 2019-2020 school year:

- September 13, 2019
- October 18, 2019
- November 15, 2019
- February 14, 2020

Principals should submit proposals via email to [lsgtgrants@clarke.k12.ga.us](mailto:lsgtgrants@clarke.k12.ga.us). If another LSGT member submits a proposal, it *must* be accompanied by a statement from the principal approving submission. In addition a letter of support from the LSGT co-chair must accompany each proposal.

Each proposal will be reviewed by a committee of subject area experts as well as the Chief of Community Engagement and Strategic Partnerships. This ensures proposed activities align

with CCSD's strategic plan and reflect identified best practices in the field. It also helps district staff stay abreast of school-based initiatives, enabling them to provide support as needed.

Reviewers use a scoring rubric in assessing proposals. To expedite the review process, they may also request a conference call with the principal and/or relevant staff or LSGT members to answer follow-up questions.

### **Developing a Grant Initiative**

There are many resources teams can tap to develop strategies that support the implementation of their growth plans and improve student learning, including:

- Collaborate with their School Improvement Leadership Team
- Solicit ideas from school staff
- Gather information about needs and ideas from parents
- Adopt a best practice from another LSGT or charter system.

District staff are also a great resource for ideas and to help develop and support grant activities:

#### *Literacy Experts*

- Carlyn Bland, English Language Arts Curriculum Coordinator
- Tonia Paramore, English Language Arts Implementation Specialist

#### *Numeracy Experts*

- Desilyn Culliver, Math Curriculum Coordinator
- Glenda Huff, High School Curriculum Coordinator

#### *Social-Emotional Learning Experts*

- Tessa Barbazon, Director of School Counseling and SEL
- Chrystal Gillis, Director of Social Work

In addition there are several reliable online resources to help teams identify possible initiatives including:

- What Works Clearinghouse: <https://ies.ed.gov/ncee/wwc/>
- Wested: <https://www.wested.org/>
- Education Redesign Lab, Harvard Graduate School of Education: <http://edredesign.org/>
- Usable Knowledge, Harvard Graduate School of Education:

<https://www.gse.harvard.edu/uk>

- Regional Educational Laboratories Southeast:  
<https://ies.ed.gov/ncee/edlabs/regions/southeast/index.asp>
- Charter System Foundation: <https://www.charter-system.org/wp-content/uploads/2017/03/Charter-System-Foundation-Research-FINAL-3-27.pdf>

### *Funding Restrictions*

According to state rules, charter system funding may be used for a broad range of purposes. However, CCSD will not allow:

- *Paying current LSGT members.* This is a conflict of interest referenced in the LSGT Bylaws.

Funds may be used for staff. However, the charter supplement CCSD receives is not guaranteed from year to year. The General Assembly must approve it annually. If an LSGT chooses to use grant funds for a staff position, it **must** explain in its proposal how the position will be funded if the charter supplement is eliminated or the grant program is changed.

### **Funding Allocations**

CCSD allocates grant funds to each school based on a formula that incorporates a base amount plus a supplement calculated by students' academic need and poverty level. The base amount is \$20,000.

Student need is determined by each school's three-year average score on the College and Career Reading Performance Index, the state's accountability system. Schools with lower scores receive a higher need ranking. Each need category is assigned a per student amount ranging from \$36.50 for category 4 to \$21.50 for category 1. The number of students in poverty<sup>1</sup> at each school is multiplied by the amount determined by their need category.

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<sup>1</sup> Student poverty is measured by the number of students who are "direct certification"—they are directly certified as living in families that participate in the Supplemental Nutrition Assistance Program (food stamps) or Temporary Assistance to Needy Families program (welfare), are in foster care, are migrants, or homeless.

## Funding Formula

Base Amount + Supplement (students in poverty X school need category amount) = Total

Need Category	3-Yr Avg CCRPI Score	Per Student Amount	Schools
Category 1	$\geq 75$	\$21.50	Barrow, Chase, Clarke Central, Timothy
Category 2	66-74	\$26.50	Barnett Shoals, Clarke Middle, Oglethorpe, Whit Davis, Whitehead
Category 3	61-65	\$31.50	Burney-Harris-Lyons, Cedar Shoals, Cleveland Road, Coile, H.B. Stroud, Hilsman, J.J. Harris
Category 4	$60 \leq$	\$36.50	Alps, Classic City, Gaines, Fowler Drive, Winterville

## Grant Fund Management

Grant funds must be used in accordance with CCSD policies and the deadlines and requirements set by the CCSD finance department. **Funds must be spent by June 30, 2020, the last day of the fiscal year. Please note: the last business day of the fiscal year may be prior to June 30. All items purchased with grant funds must also be received and logged in Munis, the district's accounting system, by June 30, 2020.** To ensure schools' accounts can be closed by this date, the finance department sets specific deadlines regarding processing of expenditures as well as receipt of purchased items. LSGTs/schools must comply with these deadlines. LSGT grant funds are not exempt from them.

As LSGTs move forward with grant activities, please note the following:

- Principals have oversight responsibility for grant activities even if they are not leading implementation.
- Principals should inform school bookkeepers when a grant is approved and provide them with the grant proposal.
- CCSD standard accounting procedures for purchasing and receiving goods and services related to grant activities must be followed; do not submit invoices to the district/Office of Community Engagement & Strategic Partnerships.
- Only AWA forms should be used to pay teachers stipends for grant-funded work; do not use a different form.
- Only the superintendent or his designee may sign a contract per board policy. If a grant activity requires a contract (instead of vendor invoice), the principal must request and receive permission from Dr. Means to sign the contract.

**Better Every Day Grant Allotments  
2019-2020**

School Name	Enrollment	Std Poverty FY18	CCRPI Need Category	Base Amount	Per Std Rt	Per Std Amt Total	TOTAL
<b>Elementary Schools</b>							
Alps Road Elementary School	378	278	4	\$20,000.00	\$36.50	\$10,154.59	\$30,154.59
Barnett Shoals Elementary School	538	276	2	\$20,000.00	\$26.50	\$7,313.84	\$27,313.84
Barrow Elementary School	524	189	1	\$20,000.00	\$21.50	\$4,067.03	\$24,067.03
Chase Street Elementary School	587	207	1	\$20,000.00	\$21.50	\$4,455.04	\$24,455.04
Cleveland Road Elementary School	307	146	3	\$20,000.00	\$31.50	\$4,612.83	\$24,612.83
Fowler Drive Elementary School	475	302	4	\$20,000.00	\$36.50	\$11,026.65	\$31,026.65
Gaines Elementary School	541	400	4	\$20,000.00	\$36.50	\$14,612.41	\$34,612.41
Howard B. Stroud Elementary School	394	290	3	\$20,000.00	\$31.50	\$9,134.50	\$29,134.50
Judia Jackson Harris Elementary	482	262	3	\$20,000.00	\$31.50	\$8,259.55	\$28,259.55
Oglethorpe Avenue Elementary School	573	292	2	\$20,000.00	\$26.50	\$7,728.91	\$27,728.91
Timothy Elementary School	575	139	1	\$20,000.00	\$21.50	\$2,991.73	\$22,991.73
Whit Davis Road Elementary School	521	209	2	\$20,000.00	\$26.50	\$5,550.21	\$25,550.21
Whitehead Road Elementary School	808	340	2	\$20,000.00	\$26.50	\$9,014.45	\$29,014.45
Winterville Elementary School	436	228	4	\$20,000.00	\$36.50	\$8,323.02	\$28,323.02
<b>Middle Schools</b>							
Burney-Harris-Lyons Middle School	679	291	3	\$20,000.00	\$31.50	\$9,175.67	\$29,175.67
Clarke Middle School	756	311	2	\$20,000.00	\$26.50	\$8,254.01	\$28,254.01
Coile Middle School	714	384	3	\$20,000.00	\$31.50	\$12,100.16	\$32,100.16
Hilsman Middle School	670	348	3	\$20,000.00	\$31.50	\$10,953.50	\$30,953.50
<b>High Schools</b>							
Cedar Shoals High School	1,303	529	3	\$20,000.00	\$31.50	\$16,664.07	\$36,664.07
Clarke Central High School	1,642	509	1	\$20,000.00	\$21.50	\$10,943.93	\$30,943.93
Classic City High School	84	33	4	\$20,000.00	\$36.50	\$1,208.00	\$21,208.00
<b>Total</b>				\$420,000.00		\$176,544.08	\$596,544.08