

T1020 F1920

Florida Department of Education Project Award Notification

Project Recipient

Agency Name Hamilton County School District	Grant Title III - Language Instruction for English Language Learners	TAPS Code 20A014
Application ID APP-2019-20-00148	Project Number 240-1020B-0C001	Last Submitted 08/12/2019

Recipient Contact & Business Information

Contact Name Phyllis Porter	Contact Telephone Number (386) 792-7807	Contact Email phyllis.porter@hamiltonfl.com
Fiscal Contact Name Crystal Workman	Fiscal Telephone Number (386) 792-7822	Fiscal Email crystal.workman@hamiltonfl.com
Agency Mailing Address 5683 US Highway 129 S, Suite 1, Jasper, Florida, 32052,3743	Agency Physical Address 5683 US Highway 129 S, Ste 1, null, Jasper, Florida, 32052	DUNS Number 121892491
FEIN Number 596000629		

Project Information

CFDA/CSFA Number 84.365	Authority PL 107-110 I ELEMENTARY AND SECONDARY EDUCATION AC	FAIN Number S365A190009
Reimbursement Options Federal Cash Advance	Budget Period 07/01/2019 - 06/30/2020	Program Period 07/01/2019 - 06/30/2020

Amendment Information

Amendment Number N/A	Amendment Type N/A	Effective Date
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Funding Information

Current Approved Budget \$23,712.00	Amendment Amount \$0.00	Estimated Roll-Forward Funds \$1,700.00
Certified Roll-Forward Funds \$0.00	Total Project Amount \$25,412.00	

Timelines

Activity	Date
Last date for incurring expenditures and issuing purchase orders	6/30/2020
Date that all obligations are to be liquidated and final disbursement reports submitted.	8/20/2020

Last date for receipt of proposed budget and program amendments.	5/31/2020
Refund date of unexpended funds; mail to DOE Comptroller 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400	6/29/2020
Date(s) for program reports	6/29/2020
Federal Award Date	7/1/2019

Terms and Special Conditions

Description

This project and any amendments are subject to the procedures outlined in the Project Application and Amendment Procedures for Federal and State Programs (Green Book) and the General Assurances for Participation in Federal and State Programs and the terms and requirements of the Request for Proposal or Request for Application, RFP/RFA, hereby incorporated by reference.

Any unexpended general revenue funds must be returned by check issued to the Florida Department of Education, with the final expenditure report. The check must clearly identify the project number for which funds are being returned.

In the event that the Governor and Cabinet are required to impose a mandatory reserve on the current year appropriation, this Agreement shall be amended to place in reserve the amount determined by the Department of Education to be necessary because of the mandatory reserve in the appropriation.

All provisions not in conflict with any amendment(s) are still in full force and effect and are to be performed at the level specified in the Project Award Notification.

For federal cash advance projects, expenditures must be recorded in the Florida Grants System (FLAGS) as close as is administratively feasible to when actual disbursements are made for this project. Cash transaction requests must be limited to amounts needed and be timed with the actual, immediate cash requirements to carry out the purpose of the approved project.

DOE Contacts

Program Office Chane Eplin	Telephone (850) 245-0417	Email Address chane.eplin@fldoe.org
Grants Management (850) 245-0496	Comptroller's Office (850) 245-0401	

Approval

Approved ? Yes	Name of DOE Staff Chane Eplin	Title of DOE Staff Bureau Chief
E-Signature of Authorized Official on behalf of Richard Corcoran, Commissioner of Education <i>Chane Eplin</i>	Date 09/04/2019	Telephone Number (850)245-0417

Application- Title III - Language Instruction for English Language Learners

Funding Opportunity Title	Application ID	Applicant Organization	Status
Title III - Language Instruction for English Language Learners	APP-2019-20-00148	Hamilton County School District	Revision Requested
Days Left	Project Number	Contract Number	
0	240-1020B-0C001		

Overview

Opportunity Overview

Funding Opportunity Title	Application Deadline (EST)	TAPS Code	Allow Multiple Applications per Agency
Title III - Language Instruction for English Language Learners	6/30/2019 7:00 PM	20A014	No

Application Overview

Application Title	Project Period Start Date	Project Period End Date
Title III - Language Instruction for English Language Learners	7/1/2019	6/30/2020
DUNS Number	Agency EIN	
121892491	596000629	

Forms

All Forms

Form Group	Form Name	Form #	Mandatory?	Validated?	Last Modified By	Last Modified Date
Assurances	General Assurances	GA	true	true	Rex Mitchell	6/26/2019 12:46 PM
Project Information	Project Application	DOE-100	true	true	Rex Mitchell	6/26/2019 12:47 PM
Budget	Budget Narrative	DOE-101	true	true	Phyllis Porter	8/12/2019 8:57 AM

Application Forms (Attachments)

#	Form Name	Form #	Mandatory or Optional	Template Link	Last Modified Date	Uploaded Document Link
1	Narrative with Text Boxes	1	Mandatory	Link	6/27/2019 2:22 PM	Link

Revision Requests

Summary of Changes

[Revision Summary \(500 characters\)](#)

Budget Narrative revisions have been completed.

Summary of Changes Submitted by Applicant

Re-submitted By

Re-submitted On

Summary of Changes

Phyllis Porter

7/17/2019 2:57 PM

Revise Section 3, provide response under increasing English proficiency.

Revision Request Submitted by FDOE

Review Step	Revision Requested On	Revision Requested By	Revision Comments
Fiscal Review Step	8/8/2019 1:10 PM	Felicia Williams-Taylor	Please review the spreadsheet and make your budgetary revisions in the DOE 101. You may reach me at 850-245-0717 if you need assistance.
Program Review Step	7/16/2019 2:41 PM	Mark Drennan	Under section 3, a response is needed under the part about increasing English proficiency. You do address increasing other areas in the next paragraph, and in the Activities, but just insert a bit under proficiency.

Revision Attachments

Attachment Name	Classification	Description	Attached By	Date Attached
T1020 F1920 BUDGETREVIEW_HamiltonT3A .xlsx	Revisions from Agency	Correction to budget narrative	Phyllis Porter	8/9/2019 12:03 PM
BUDGETREVIEW_HamiltonT3A.xlsx	Revisions from FDOE	Please review the spreadsheet and make your budgetary revisions in the DOE 101. Thanks.	Felicia Williams-Taylor	8/8/2019 1:10 PM
T3 Revision Section 3 F1920.pdf	Revisions from Agency	Revise Section 3, provide response under increasing English proficiency.	Phyllis Porter	7/17/2019 2:54 PM

General Assurances

Is Form Validated?

No

Last Modified By

Rex Mitchell

Last Modified On

6/26/2019 12:46 PM

INSTRUCTIONS

Agency Information

Agency's Legal Name

The Hamilton County School Board

DUNS Number

121892491

Agency Code

240

EIN Number

596000629

Project Information

Grant

Title III - Language Instruction for English
Language Learners

Last Submitted

Project ID

APP-2019-20-00148

General Assurances

General Assurances, Terms, and Conditions for Participation in Federal and State Programs

The Department of Education has developed a **General Assurances** document which must be signed by all agencies and organizations that receive federal or state funds, to comply with:

1. Federal regulation 34 CFR §76.301 of the Education Department General Administrative Regulations (EDGAR), which requires a general application for subgrantees/subrecipients for participation in federal programs funded by the U.S. Department of Education that meets the requirements of Section 442 of the General Education Provisions Act (GEPA).

2. Applicable federal statutes.
3. State laws and regulations pertaining to the expenditure of state funds.

In order to receive funding, applicants must have on file with the Department of Education, Office of the Comptroller, a signed statement by the agency head certifying applicant adherence to these General Assurances for Participation in State or Federal Programs. The complete text may be found at:
General Assurances -- Section D

School Districts, Community Colleges, Universities and State Agencies

The certification of adherence, currently on file with the Department of Education Comptroller's Office, shall remain in effect indefinitely. The certification does not need to be resubmitted with this application, unless a change occurs in federal or state law, or there are other changes in circumstances affecting a term, assurance, or condition. **Community-based organizations, faith-based organizations, independent colleges, and other non-governmental agencies** are required to submit the certification page of the General Assurances with an e-signature of the official who is legally authorized to bind the entity along with each application submitted to the Department.

Certification

I, Rex Mitchell, am legally authorized to bind the named agency/organization of the State of Florida, hereby apply for participation in federally funded and/or state-funded education programs on behalf of the named agency/organization below. I certify that the agency will adhere to and comply with the General Assurances, Terms, and Conditions and all requirements outlined in the "Project Application and Amendment Procedures for Federal and State Programs" (Green Book).

Agency Legal Name

The Hamilton County School Board

Agency Code

240

By checking the checkbox below, I certify that the agency will adhere to each of the assurances contained in this set of General Assurances, Terms, and Conditions for Participation in Federal and State Programs as applicable to the project(s) for which this agency is responsible.

true

Name of Agency Head

Rex Mitchell

Title of Agency Head

Superintendent

[Email](#)

rex.mitchell@hamiltonfl.com

[Telephone Number](#)

(386) 792-7802

[E-Signature of Authorized Head or Official](#)

Rex Mitchell

[Signed Date](#)

6/26/2019

Authorization Letter

Attachment Name	Type	Description	Last Modified	Owner
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Project Application (DOE-100)

Is Form Validated?

No

Last Modified By

Rex Mitchell

Last Modified On

6/26/2019 12:47 PM

Instructions

Agency Information

Agency Name

The Hamilton County School Board

DUNS Number

121892491

Agency Code

240

EIN Number

596000629

Project Information

Grant

Title III - Language Instruction for English Language Learners

Last Submitted

Project ID

APP-2019-20-00148

Agency Mailing Address

Mailing Address Line 1

5683 US Highway 129 S, Suite 1

Mailing Address Line 2

City

Jasper

State

Florida

Zip Code

32052

Zip Code +4

3743

Agency Address



Physical Address Line 1	Physical Address Line 2	City	State	Zip Code	Zip Code +4	Primary
5683 US Highway 129 S, Ste 1		Jasper	Florida	32052		✓

Funding Information

Total Funds Allocated

\$23,712.00

Estimated Roll-Forward Funds

\$1,700.00

Total Project Amount

\$25,412.00

Agency Contact Information

Fiscal Contact Name

Crystal Workman

Fiscal Contact Number

(386) 792-7822

Fiscal Contact Email Address

crystal.workman@hamiltonfl.com

Fiscal Contact Mailing Address

5683 US Highway 129 South, Ste 1
Jasper, FL 32052

Fiscal Contact Physical Address

5683 US Highway 129 South, Ste 1
Jasper, FL 32052

Contact Name

Phyllis Porter

Contact Number

(386) 792-7807

Contact Email Address

phyllis.porter@hamiltonfl.com

Contact Mailing Address

5683 US Highway 129 South, Ste 1
Jasper, FL 32052

Contact Physical Address

5683 US Highway 129 South, Ste 1
Jasper, FL 32052

Certification

I, Rex Mitchell, as the official who is authorized to legally bind the agency/organization, do hereby certify to the best of my knowledge and belief that all the information and attachments submitted in this application are true, complete and accurate, for the purposes, and objectives, set forth in the RFA or RFP and are consistent with the statement of general assurances and specific programmatic assurances for this project. I am aware that any false, fictitious or fraudulent information or the omission of any material fact may subject me to criminal, or administrative penalties for the false statement, false claims or otherwise.

Further, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.

Further, I understand that it is the responsibility of the agency head to obtain from its governing body the authorization for the submission of this application.

By checking the checkbox below, I certify that all the information provided on this application, and the documents attached are complete and correct to the best of my knowledge.

true

Name of Agency Head

Rex Mitchell

Title of Agency Head

Superintendent

E-Mail Address

rex.mitchell@hamiltonfl.com

Telephone Number

(386) 792-7802

E-Signature of Authorized Head or Official

Rex Mitchell

[Signed Date](#)

6/26/2019

Authorization Letter from Agency Head (required if the DOE-100 is being certified by a user other than the agency head)

Authorization Letter

Attachment Name	Type	Description	Last Modified	Owner
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Budget Narrative (DOE-101)

Is Form Validated?

Yes

Application Simple

Agency Information

Agency's Legal Name :

Hamilton County School District

DUNS Number

121892491

Agency Code

240

EIN Number

596000629

Project Information

Grant

Title III - Language Instruction for English
Language Learners

Last Submitted

7/17/2019 2:57 PM

Project ID

APP-2019-20-00148

Funding Information

Total Funds Allocated

\$23,712.00

Estimated Roll-Forward Funds

\$1,700.00

Total Project Amount

\$25,412.00

Indirect Cost Rate

Indirect Cost Rate Fiscal Year

-

Administrative Cap (%)

2.00%

Code Type

Financial and Program Cost Accounting and Reporting for Florida
Schools Manual

Budget Narrative

Budget ID	Function Code	Other Function Code and Title	Object Code	Account Title	Other Object Code and Title	Set-Aside Code	FTE Position	% of FTE Allocated to This Project	Narrative	Amount	% of Total Budget
B7518	5100		160	Other Support Personnel			0.50	N/A	Parent Outreach Specialist at schools with significant ELL populations to provide Parent Outreach services for all grade clusters	\$14,718.00	57.92 %
B7519	5100		210	Retirement			0.00	N/A	Parent Outreach Specialist (8.47%)	\$1,247.00	4.91 %
B7520	5100		220	Social Security			0.00	N/A	Parent Outreach Specialist (Social Security 6.2% Medicare 1.45%)	\$1,126.00	4.43 %
B7521	5100		230	Group Insurance			0.00	N/A	Parent Outreach Specialist (5,000 per year for full-time position)	\$2,500.00	9.84 %
B7522	5100		240	Workers Compensation			0.00	N/A	Parent Outreach Specialist (2%)	\$295.00	1.16 %
									Supplemental reading materials specific to ELL students for classroom use and for parent		

B7523	5100		510	Supplies		0.00	N/A	outreach. Will include take home instructional materials; notebooks, paper workbooks, school supplies	\$3,027.73	11.91 %
B7524	6400		310	Professional and Technical Services		0.00	N/A	Consultant hours to provide Professional Development for teachers and Paraprofessionals to work with ELL students.	\$2,000.00	7.87 %
B7525	7200		792	Indirect Cost		0.00	N/A	Indirect costs (Capped at 2%)	\$498.27	1.96 %
Total Project Amount									\$25,412.00	

Project Amount by Object Codes

Object Code Name	Amount
160	\$14,718.00
210	\$1,247.00
220	\$1,126.00
230	\$2,500.00
240	\$295.00
310	\$2,000.00
510	\$3,027.73

792	\$498.27
Total	\$ 25,412.00

Project Amount by Set-Aside Codes

Set-Aside Code	Amount
Total	

Grant Application Title - Title III - Language Instruction for English Language Learners

Grant ID DOE-2019-20-0049	Agency Name Hamilton County School District	Grant Status Active
Current Award ID DOE-2019-20-0049-0	Project Number 240-1020B-0C001	

Overview

General Information

Grant Application Title Title III - Language Instruction for English Language Learners	Agency Code 240	City Jasper
State Florida	County Hamilton	Total Project Amount \$25,412.00
Program Name Title III - Language Instruction for English Language Learners and Immigrant Students	Program Type Entitlement	Announcement ID ANN-2019-20-00001
Announcement Title Title III - Language Instruction for English Language Learners	TAPS Code 20A014	Application ID APP-2019-20-00148
Program Period Start Date 7/1/2019	Program Period End Date 6/30/2020	Budget Period Start Date 7/1/2019

Budget Period End Date
6/30/2020

Project ID
APP-2019-20-00148

Contract#

Closeout Date

Awards

Awards

Award ID	Project Number	Budget Period	Status	Total Project Amount	Amendment Number	Amendment Request ID	Amendment Type	Amendment Effective Date
DOE-2019-20-0049-0	240-1020B-0C001	07/01/2019 - 06/30/2020	Active	25,412.00	N/A		N/A	

Monitoring

Monitoring Records

Monitoring ID	Agency Name	Monitoring Mode	Monitoring Dates	Status	Project Number	Program Name
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Agency Reports

Report ID	Project Number	Report Category	Report Name	Reporting Period	Status
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Notes/Attachments

Attachments

Attachment Name	Type	Description	Last Modified	Owner
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Notes

Created By

Created Date

Description

Title

T1020 F1920



FLORIDA DEPARTMENT OF EDUCATION
Title III Supplementary Instructional Support for English Language Learners (ELLs)
Narrative Response Attachment

Directions: Please provide responses to each section in the box below each section.

1. Needs Assessment

Provide evidence of need for each of the services that will be funded through this project application. Describe the method(s) used to conduct the needs assessment (e.g. surveys, interviews) and the kinds of data and information analyzed (the most current state assessment data) to determine the need for supplementary services. The description must also include an analysis of which programs, services, and activities were successful in the previous project, which ones were not, and new programs that the LEA will implement with this project for the 2019-2020 school year as a result of the previous year's outcomes. Summarize results and list proposed needs in order of priority.

Response:

The comprehensive needs assessment data sources for the Title III are the most recent available state assessment data (2018), 2017-2018 Federal Graduation rate and ACCESS for ELLs 2.0 (2019) data. The FSA data with the state average and Hamilton County average are in parentheses: Graduation rate 85%-state and 74.26 district), English Language Arts (25.65/15.38), Science (37.25/18.75) Civics and U.S. History (48.15/29.41). Hamilton County ELL is below the state average in most subject areas except math. Based on the FSA data, ELL students continue to supplemental programs especially in English Language Arts.

The 2017 and 2018 data show how the district ELL group compares to the state averages in percent scoring 3 and above. Note that the first number is for the district and the second is for the state (e.g., 15 is the district and 30 is the state).

Reading: 13/29 (2016); 25.93/53.5 (2017); 11%/17% (2018)

Math: 43/36 (2016); 35.38/55.77 (2017); 47%/31% (2018)

ACCESS for ELLs 2.0 data were analyzed to determine areas of need for ELL students in grade clusters and academic areas. In addition, a federal program online District survey was conducted in May of 2019 to survey teachers, administrators and support staff to determine the needs for the district. Parents were surveyed in the Spring of 2019 with the Title 1 Parent Involvement Survey (included questions related to ELL and ESOL) to determine parent needs, parent satisfaction and barriers to effective parent involvement (all elementary and middle/high schools in Hamilton County Are Title 1 school wide programs).

As a population group, ELL students in Hamilton County are making progress toward state proficiency on the FSA (2018) and ACCESS for ELLs 2.0 (2019). However, there is still a need to provide academic support to increase the academic achievement of all ELL students and address our low performing students in particular grade clusters and academic areas.

The grade clusters are: (proficient"" Levels 4, 5 and 6) 2018 ACCESS 2.0 show the following results:

Grades K-2: 9% proficient in reading

Grades 3-5: 29% proficient in reading

Grades 6-8: 12% proficient in reading

Grades 9-12: 46% proficient in reading

Hamilton's goal is to increase by at least 5 percentage points the number of students in all grade clusters scoring proficient on the state assessment in reading. We made some progress in meeting our 5% goal, however, the FSA and ACCESS 2.0 data indicate that ELL students continue to need additional academic support in order to reach our 5% target in 2017-2018. Hamilton County would like to provide highly qualified teacher and paraprofessional hours as a support to our ELL students in the district. The instructional hours will provide academic support to build reading proficiency for ELL students.

Based on district parent surveys, parent involvement remains an area of focus for the Hamilton County. The goal of the District is to have 100% of parents involved in the education of their children. In order to make progress toward the goal, we will coordinate with Title 1, FDLRS, Migrant and other federal, state and local programs, both intra and inter-agency, to provide additional educational opportunities, supplemental educational materials and activities that will encourage ELL parents to participate in the education of their child(ren) as well as allowing parents opportunities to build their own English proficiency.

2. Programs, Services and Activities

List and describe each of the LEA's proposed programs, services, and activities and include how they are aligned with the needs assessment, state content standards, student achievement standards, and state assessments. If applicable, indicate how the included activities are evidence based. Also, describe how the activities will enable LEA to close the achievement gap and meet all ELL achievement targets. Activities must include professional development and parental involvement.

Response:

- 1) Provide additional academic support and tutoring by highly qualified teacher(s) and paraprofessional(s) a Hamilton County High (HCHS) and Hamilton County Elementary School (HCES) either after school or during the school day for Ells in need of academic support to improve reading/language skills for at least 1.5 hours per day 2 days per week during the school year beginning in the Fall of 2019 through collaboration with other grant funding (Title 1 Part A).
- 2) Provide bilingual parent outreach specialist (Title 1 and Title III) and parent outreach activities to include: meetings, parent conferences, home visitation and family literacy

programs so that parents and students learn together and parents are engaged in the learning process. The parent outreach specialist will work with parents, students and teachers to build relationships and increase parent support at school and in the community.

1

- 3) Provide supplemental instructional materials to include reading materials and web-based sites specifically for ELL students to assist them in the classroom and to include take home materials and activities using a home-school connection (visitation) model.
- 4) Provide teacher and parent professional development in strategies to assist teachers, paraprofessionals and students with language acquisition in the classroom and Home-School Connection program through home visits and literacy materials. Training will be offered in Fall and Spring for teachers paraprofessionals and parents. Home visits/ meetings **will** be scheduled in coordination with Title 1, Migrant, Homeless ESE, and FDLRS services as appropriate.

3. English Language Learner Achievement Targets

Percent Proficient in English Language Acquisition

Increase the percentage of ELLs becoming proficient on the ACCESS for ELLs 2.0 by **5%** with 2019 as the baseline year. If the LEA's percentage of ELLs is at or above the state percentage of ELLs becoming proficient, then the LEA must increase the percentage of ELLs becoming proficient on the ACCESS for ELLs 2.0 by **2%**.

Based on the most recent assessment results for Hamilton, the LEA will increase the percentage of ELLs becoming proficient from 21 to 26 by the end of 2020.

Describe how project activities will be used to achieve the above goal. Include how these activities provide documentation that measurable objectives will be met. If Title III funds are not being directed towards this goal, outline LEA initiatives that are addressing or will address measurable objectives.

Progress in Graduation Rate and Content Areas

Increase the graduation rate of ELLs and the percentage of ELLs achieving satisfactory or higher in English Language Arts, Mathematics, Science, and Social Studies by **5%** as measured by the Florida Standards Assessment with 2019 as the baseline year. If the LEA's percentage of ELLs graduating and achieving satisfactory or higher in English Language Arts, Mathematics, Science, and Social Studies is at or above the state percentage or ELLs achieving satisfactory in these areas, then the LEA must increase the percentage of ELLs graduating and achieving satisfactory or higher by **2%**.

Based on the most recent graduation and assessment results for Hamilton, the LEA will increase by the end of 2020.

<u>60</u>	to	<u>65</u>	the percentage of ELLs graduating,
<u>11</u>	to	<u>16</u>	the percentage of ELLs achieving satisfactory or higher in English Language Arts,
<u>47</u>	to	<u>49</u>	the percentage of ELLs achieving satisfactory or higher in Mathematics,
<u>18.75</u>	to	<u>23.75</u>	the percentage of ELLs achieving satisfactory or higher in Science,
<u>29.41</u>	to	<u>34.41</u>	the percentage of ELLs achieving satisfactory or higher in Social Studies

Describe how project activities will be used to achieve the above goal. Include how these activities provide documentation that measurable objectives will be met. If Title III funds are not being directed towards this goal, outline LEA initiatives that are addressing or will address measurable objectives.

Response:

The Hamilton County School District goal is to meet the state objective for the percentage of ELL students making progress in core subject areas. Title 111, Title I and other federal and district funds will provide highly qualified teacher and paraprofessional tutoring hours after school or during the school day to assist our ELL students toward making gains in ELA, Mathematics, Science and Social Studies. By continuing to work with individual and small groups of ELL students, the teachers and paraprofessional hours provide additional assistance along with existing language acquisition software, educational web materials and supplemental materials and resources in science (STEM initiatives) for the classrooms. Our ELL students will also be monitored along with all students using Performance Matters. The tutoring will focus on those in greatest need in all grade clusters. Our goal is to meet the state objective for the percentage of ELL students making progress in core subject areas. To continue the positive trend in graduation rate, the district will provide additional support from district and federal funds to assist all students with schedules, coursework selection and assist all students toward college and career ready programs and pathways.

4. Increasing Supplemental Professional Development

This application must include supplementary professional development activities supported by Title III. Specifically, in accordance with applicable statutory and regulatory guidelines, describe the professional development activities the LEA will conduct to address the issues identified in the needs assessment and to increase student achievement and language acquisition. Include in the description how accountability and transfer of skills and knowledge to the job will be addressed and how the professional development activities will supplement, not supplant, existing LEA programs.

Response:

The goal of the Hamilton County School District Professional Development Program to increase teacher knowledge of current ELL strategies and the process of language acquisition for ELL students. Throughout the 2018-2019 school year, teachers of ELL students will receive instructional support from the ELL coordinator, Staff Development Coordinator, Instructional Services Team, DOE Differentiated Accountability Team (DA Team) contracted services, NEFEC and FDLRS and other contracted services. Teachers will be provided with up-to-date resources and strategies (2019 Federal Program Survey of teachers and staff) to enhance and promote English language acquisition. Support will include, but not be limited to: web-based programs, iReady, Renaissance Learning (Accelerated Reader and Accelerated Math), English in A Flash, supplemental reading materials, dictionaries and research-based instructional strategies. Training in the use of new software to support the instructional needs of ELL students will be conducted on an as needed basis.

5. Increasing Parental and Community Participation in the Educational Experience of ELLs

This application must include parent involvement activities supported by Title III. Specifically, in accordance with applicable statutory and regulatory guidelines, describe all parent involvement activities the LEA will conduct to address the issues identified in the needs assessment and increase student achievement and language acquisition.

Response:

ELL students in Hamilton County will attend the Hamilton County Elementary School and Hamilton County High School during the 2019- 2020 school with the elementary school having the largest population of ELL students in the district. Currently the ELL population for the district is 210 LY students of the 1635 total student population representing 13% of students in the District (2018-2019 Survey 5 data). With the anticipated continuance of growth and a strong parent outreach program, we would like to have 100% of the parents utilize language acquisition and literacy resources. The parents of ELL students will have opportunities to meet with the school staff in a welcoming and participatory atmosphere at the schools with the assistance of the Parent Resource Specialist (bilingual). To further remove the barrier of language, a translator paid by other funding sources will be available during the school day and for home visits. Computers will be available for parents and students to access language acquisition resources to increase language and literacy skills. Materials and supplies will be provided from Title III funding to increase literacy and communication between parents and school personnel. Supplies will include notebooks, writing supplies, art supplies, and various language acquisition games as well as translation of materials/resources as needed. In addition to literacy, focus will be placed on activities to increase parent involvement in their child's education as they move through the schools and grade clusters in the district. Activities for involvement will include parent meetings, classroom meetings and observations, volunteering and special educational programs and school events. Parents will be surveyed in the Spring of 2020 with a survey (English and Spanish available in both printed copy and online) to determine the effectiveness of the parent involvement services. A third party with a Ph.D. in Evaluation and Research will analyze the results and report them to the District for dissemination to parents and community in the summer of 2020.

6. Consultation with Private School Officials (Equitable Services for Private School Participation)

In accordance with P.L. 107-110, Title IX, Part E Uniform Provisions, Subpart 1, Section 9501, the applicant must provide a detailed plan of action for providing timely, meaningful, and ongoing consultation for equitable services to private school children and teachers within the LEA service area. For details, refer to URL: <http://www.ed.gov/policy/elsec/leg/esea02/pg111.html>.

Include a description and complete plan of action on how timely, meaningful, and ongoing consultation with private schools has been and will continue to be implemented to address equitable services to eligible students in private schools. Please list individual schools contacted, process for identifying ELLs, and services provided.

Response:

The Hamilton County Federal Programs office will contact all private schools in the district by certified mail annually in late November or early December to inform them of the services available and invite them to an informational meeting held at the District. The list of private schools contacted will agree with the list of private schools obtained from the FDOE or other creditable website. Follow up calls, letters and emails will be sent to private schools to build a relationship and answer any questions the private schools may have about participation. A second meeting will be held in January or February between the private school principals/directors and the Federal Programs Coordinator and other District grant coordinators to discuss equitable services, funding, student identification, parent involvement, and how services might be delivered if the school(s) decide to participate. In February, a letter of Intent to Participate will be sent to all private schools via certified mail to determine those who wish to participate. A written letter of Intent to Participate or decline services will be requested from each school. Other meetings and contacts will be scheduled to

further discuss the identification of students, how services will be delivered and equitable funding for those students who are ELL and attend participating private schools. Entering ELL students will be given the Home Language Survey and given the district placement assessment. Curriculum, assessments and instruction and data collection will be discussed as well as how and when services will be provided to eligible students and all activities and services will be secular, neutral and non-ideological.

The participating private schools and the school district will conduct regular meetings (according to established timeline) to discuss student, teacher and parent services and monitor student progress and the implementation of all federal programs. The agendas of the meetings will include: How the school district will identify the needs of private school students, what services will be offered to private school students, how and when the district will make decisions about the delivery of services, how, where and by whom the school district will provide services to private school students including consideration of the views of the private school officials on provision of services through a contract with a third-party provider, the size and scope of the equitable services that the school district will provide to private school students and the portion of funds allocated to provide these services. Complaint policy to be followed should the private school disagree with the actions of the District and the use of federal owned equipment.

Methods of feedback from private school officials will include meetings, school visits, written documents, emails and phone calls. Districts adjacent to Hamilton County will also be contacted to determine if eligible students who reside in Hamilton County are attending private schools in their area or their students attending private schools in Hamilton County. A Memorandum of Agreement for services will be written when appropriate.

7. Collaborative Partners (community based)

Identify federal/state/local community based, faith based organizations and/or community partners; briefly describe in simple narrative, the types and benefits of the collaborative activities; include the program(s) and primary target group(s).

Response:

Hamilton County School District has developed collaborative partnerships with the Early Learning Coalition or Florida's Gateway, Inc., State of Florida Voluntary Prekindergarten Education Program, Head Start, East Coast Migrant Head Start, the Department of Children and Family Services, Partnership for Strong Families, the Challenger Learning Center of Tallahassee, and other agencies in formal inter-agency agreements. The district outreach includes coordinating activities with local faith-based organizations, civic organizations, community colleagues, WFSU-PBS station, Books Unlimited, Barnes and Noble, private businesses in the community such as; First Federal Bank of Florida, PotashCorp (Nutrena), universities and community colleges, public library, Hamilton County Health Department, local law enforcement, and other governmental agencies and local businesses. FDLRS (Florida Diagnostic Learning and Resource Services), a federally funded program, provides professional development opportunities and resources for teachers in addition to District and Title II staff development opportunities. The district collaborative partnerships and relationships both intra and inter-agency, foster improved complimentary and supplemental support services for students and their families and improve the response time to provide needed services. The collaborative partnerships listed are targeted to all subgroups of students in Hamilton County and the professional development to teachers in the district. Services to students and families include tutoring, mentoring, parent outreach such as translation, workshops, materials and supplies, home

visits and other resources to provide equitable services to children and families and assist students to meet challenging state content and achieve at high levels.

8. Accountability for Schools with English Language Learners (ELLs)

Describe how the LEA will hold elementary and secondary schools accountable for meeting the goals and measureable objectives outlined in this proposal in terms of increasing the English proficiency of current ELLs, and the academic achievement of all current and former ELLs.

Response:

The Hamilton County School District will hold elementary and secondary schools accountable for meeting the goals and objectives outlined in this proposal in terms of increasing the English proficiency of current ELLs, and the academic achievement of all current and former ELLs by monitoring the progress of all students including ELLs and providing additional tutoring and assistance to ELL students who are in need of academic intervention. The District will compile reports on the family literacy initiatives, parent involvement and outreach activities and the effectiveness of the tutoring services. Student achievement will be reported using ACCESS for ELLs 2.0 scores, FL Assessment test scores (FSA), iReady and Performance Matters progress and student report cards. Results from all student assessments will be sent home to parents through the coordination of district and school personnel in a language parents can understand, unless clearly not feasible.

9. Dissemination of Information of Programs, Services, and Activities

Describe how information about this application will be disseminated to appropriate populations. The description should include how the LEA will ensure that all school-to-home communication will be in the parent/guardian home language unless clearly not feasible.

Response:

The ELL Coordinator will disseminate information regarding the Title III Program to principals, guidance counselors and other pertinent program staff, district and school personnel. Parents will receive notice of the Title III Program through the School Advisory Council, District website, Parent Leadership Council, and school notices/newsletters. This information will be made available to the parents in a language they can understand, unless clearly not feasible, in a timely and accurate manner via contracted translation services funded by other funding sources.

10. Methods of Reporting Outcomes

Each applicant is required to describe the methods that will be used to report student and program outcomes resulting from projects funded through this application to parents and other LEA and school stakeholders. Note - Per the Every Student Succeeds Act of 2015, Section 3121:

“Each eligible entity that receives a subgrant from a State educational agency under subpart 1 shall provide such agency, at the conclusion of every second fiscal year during which the subgrant is received, with a report, in a form prescribed by the agency, on the activities conducted and children served under such subpart that includes—

- (1) a description of the programs and activities conducted by the entity with funds received under subpart 1 during

- the 2 immediately preceding fiscal years, which shall include a description of how such programs and activities supplemented programs funded primarily with State or local funds;
- (2) the number and percentage of English learners in the programs and activities who are making progress toward achieving English language proficiency, as described in section 1111(c)(4)(A)(ii), in the aggregate and disaggregated, at a minimum, by English learners with a disability;
 - (3) the number and percentage of English learners in the programs and activities attaining English language proficiency based on State English language proficiency standards established under section 1111(b)(1)(G) by the end of each school year, as determined by the State's English language proficiency assessment under section 1111(b)(2)(G);
 - (4) the number and percentage of English learners who exit the language instruction educational programs based on their attainment of English language proficiency;
 - (5) the number and percentage of English learners meeting challenging State academic standards for each of the 4 years after such children are no longer receiving services under this part, in the aggregate and disaggregated, at a minimum, by English learners with a disability;
 - (6) the number and percentage of English learners who have not attained English language proficiency within 5 years of initial classification as an English learner and first enrollment in the local educational agency; and
 - (7) any other information that the State educational agency may require."

Response:

The evaluation will be a continuous improvement model with routine monitoring of student progress and program implementation to provide feedback to refine and improve the program. The evaluation will use both quantitative (e.g. grades, FSA) and qualitative (surveys, observations, program documents) data to report on these areas: (a) description of programs and activities, (b) number and percentage of ELL making progress towards English language proficiency, (c) number and percentage of ELL who exit the program based on English language proficiency, (d) number and percentage of ELL who meet the State academic standards for each of the 4 years after each student is not receiving ELL services, (e) number and percentage of ELL who do not attain English language proficiency within 5 years of initial ELL classification, and (f) any other information required by the DOE. The results of the evaluation will be shared with parents and school staff with the goal of documenting program progress and strengthening future programs. An independent, external evaluator will be responsible for processing/analyzing the data collected and writing the final report for submission to the Florida Department of Education. Data collection at the school site will be the responsibility of the district.

Source: <https://edudata.fldoe.org>