

## NCLBA Reorganization Sample Planning Calendar

### Fall 2008. Use as a checkbox as items are completed.

- SAU NCLBA Coordinators in the proposed RSU exchange contact information and agree to an initial meeting date. (We suggest that the NCLBA coordinator in the largest SAU in the proposed RSU takes the lead by initiating contact between the various NCLBA Coordinators and assumes responsibility for setting up the initial meeting. The NCLBA Clearinghouse can assist in providing contact information for the other SAU NCLBA Coordinators.)
- Initial meeting of all SAU NCLBA Coordinators.
- Assign primary "RSU NCLBA Transition Coordinator" role.
- Assign "Title Specialist" roles for each Title. (The specialist becomes the "go to" person regarding Title-specific issues around the RSU.)
- Assign other roles as necessary.
- Establish a meeting schedule (At least monthly ...perhaps more often as needs present.)
- Review basic timeline for RSU consolidation.
- Review basic NCLBA 2008-09 Performance Report & 2009-10 Application deadlines. (August 1, 2009 for each.)

### November 2008

- Title I-A Specialist presents on current status of Title funding / projects around the SAU and AYP Status of all the schools.
- Title II-A and Homeless (Title X) Specialists present on current status of Title funding / projects around the SAU.

### December 2008

- Title II-D, III, IV-A, V, VI, (as applicable) Specialists present on current status of Title funding / projects around the SAU.

### January 2009

- Review the "NCLB Planning Inventory" which considers larger goals (attached).
- Review the "Title IA Inventory Sample" which considers programmatic issues (attached).
- Review the "Title IV Inventory Sample" which considers financial and data collection (attached).
- Assign subcommittee work as necessary.
- Choose the appropriate inventory model and begin collecting and discussing information.
- Use the HERE'S WHAT, SO WHAT, NOW WHAT tool to begin identifying issues for consideration and planning an effective response to them (attached).
- 2007-08 NCLBA Final Carryover Reports are due by January 15, 2009.

### February 2009

- Planning an effective response to "Inventory" Considerations continued.
- Assigned subcommittee work continues as necessary.
- Determine roles/responsibilities for completing SAU 2008-09 NCLBA Performance Reports.
- Determine roles/responsibilities for completing the RSU 2009-10 NCLBA Application.
- Continue to closely monitor all programmatic and financial issues related to your 2008-09 projects. Communicate with your SAU business offices regularly to make sure all Title payments and project expenses are being accurately recorded.

Last Updated on (12/5/08)

- Carefully manage your 2008-09 NCLBA funds with a goal of ending up with no carryover. Having no 2008-09 carryover will substantially ease transition to the RSU.

### **March 2009**

- Planning an effective response to "Inventory" Considerations continued
- Assigned subcommittee work continues as necessary.

### **April 2009**

- Title I Specialist presents on status of 2009-10 Title funding, project options, and required projects and establishes a team to complete 2009-10 application sections.
- Assigned subcommittee work continues as necessary.

### **May 2009**

- Title II-A and Homeless (Title X) Specialists present on status of 2009-10 Title funding, project options, and establishes a team to complete 2009-10 application sections.
- Assigned subcommittee work continues as necessary.

### **June 2009**

- Title II-D, III, IV-A, V, VI, (as applicable) Specialists present on status of 2009-10 Title funding, project options, and establishes a team to complete 2009-10 application sections.
- Assigned subcommittee work continues as necessary.

### **July 2009**

- RSU is now "official."
- Assigned subcommittee work continues as necessary.
- 2008-09 NCLBA Performance Report sections completed.
- 2009-10 NCLBA Application sections completed.

### **August 2009**

- 2008-09 NCLBA Performance Report due on August 1.
- 2009-10 NCLBA Application due on August 1.

Last Updated on (12/5/08)

## NCLB Planning

Here are some guiding or probing questions to assist in planning for the use of NCLB Funds in the new entity/entities using the NCLB Goals:

- 1) **Transition NCLB Planning Team:** This group should have authority to set meetings, gather data, and forward recommendations to the RSU leadership. - Who will lead the group? - Who will the representatives be i.e. Title representatives, parents, community members, teachers? - When will the group begin meeting? - How often? - When will recommendations need to be forwarded to RSU leadership?
  
- 2) **Achievement Data: Closing achievement gaps and raising student achievement**  
- What evidence does each entity have to demonstrate progress toward closing the achievement gap between the highest and lowest achieving students? - How is NCLBA helping to increase the achievement of the targeted Title I populations for AYP purposes i.e. LEP, economically disadvantaged, ethnicity, etc.? - How has each entity addressed Monitor or CIPS status, if applicable, and how will it impact the new entity?
  
- 3) **LEP students meeting proficiency or better:** - What data does each entity have to demonstrate that LEP students are meeting the required annual measurable objectives for English acquisition?
  
- 4) **All classes taught by Highly Qualified Teachers:** - What is the status of each entity's annual measurable objective for highly qualified teachers & paraprofessionals? Are any of the entities identified as high need schools for HQT? Does each entity that is not at 100% HQTs have an Action Plan in place? - How will the new RSU continue to support staff to meet these requirements?
  
- 5) **Safe & Drug Free and Effective Learning Environment:**  
- What initiatives are in place to facilitate a Safe & Drug Free and Effective Learning Environment?  
- Do you have an effective SDFS consultation group / process in place to guide the selection of prevention initiatives? (*SDFS requires meaningful and on-going consultation with teachers and other staff, parents, students, private school representatives (if applicable), community-based organization representatives, medical, mental health, law enforcement professionals, and others with relevant and demonstrated expertise in drug and violence prevention activities.*)  
- What substance abuse / violence / discipline data is available / regularly assessed to help prioritize your prevention initiatives?
  
- 6) **Graduation Rate:** - What is the Graduation Rate for each entity? - What initiatives are in place: 1) to ensure students are graduating in a timely manner and 2) to support at-risk students in middle school and high school? - How do you coordinate the oversight of the dropout prevention and identification of at-risk student plans to assist students in staying in school and graduating?

Last Updated on (12/5/08)

**Title IA Inventory List for Regionalization Discussions  
(Add categories or items as pertinent)**

YES/NO/#/\$	SAU A	SAU B	SAU C	SAU D
<b>ORG/GOVERNANCE</b>				
NCLB Coordinator	\$			
TIA Coordinator	\$			
RSU QUESTIONS/CONCERNS/ACTIONS:				
<b>PROGRAMMATIC</b>				
Reading Services				
Reading Recovery				
Math Services				
Title IA Students Served	#			
Summer School	\$			
Schoolwide vs. Targeted				
In-Class				
Pull-Out				
ESL Services				
RSU QUESTIONS/CONCERNS/ACTIONS:				
<b>ASSESSMENTS</b>				
DRA				
NWEA				
Other Assessments				
RSU QUESTIONS/CONCERNS/ACTIONS:				
<b>STAFFING</b>				
TIA Teachers	#			
TIA Ed Techs	#			
READING FIRST: Coaches, Interventionists	#			
Literacy Specialists	#			
RSU QUESTIONS/CONCERNS/ACTIONS:				
<b>SETASIDES</b>				
Private School	\$			
TIA Staff Dev.	\$			
Parent Involvement	\$			
# Of Non-Title I Schools For Homeless	#			
CIP Schools	#			
CIPS 10% Staff Dev.	\$			
SES/Transportation	\$			
RSU QUESTIONS/CONCERNS/ACTIONS:				

Last Updated on (12/5/08)

**Sample Title IV-A Safe & Drug-Free Schools Template to Assist Regionalization Discussions  
(Add categories or items as needed.)**

	<b>SAU A</b>	<b>SAU B</b>	<b>SAU C</b>	<b>SAU D</b>
Contact Information for current SAU Title IV-A Coordinator.				
Original 2008-09 Title IV-A allocation.	\$	\$	\$	\$
+/- any amount that may have been TRANSFERRED ( <i>not REAPed*</i> ) to/from the original 2008-09 Title IV-A allocation. ( <i>*REAPed funds always stay with the original Title.</i> )	\$	\$	\$	\$
Final 2008-09 Title IV-A allocation.	\$	\$	\$	\$
List all 2008-09 Title IV-A funded projects & amounts.  If a project amount represents a project that was REAPed to another Title, put an "R" next to the project amount and specify the "Reaped to" Title. Example: "Technology Improvement Project, \$2000, R to V"				
2008-09 Project Status. Is the project on track to be completed as intended? Is requisite attitude/behavior change data being compiled? Are there any issues that need to be discussed regarding the status of a particular project? Try to avoid having any 2008-09 carryover!				
Have all schools in the SAU been routinely entering 2008-09 Incidence of Prohibited Behavior Data into the MEDMS SDFS Module? <i>Be aware of deadlines for entering data into MEDMS!</i>				
Who will be responsible for completing and submitting the Title IV-A sections of the 2008-09 NCLB Performance Report? (Due August 1, 2009)				
Basic steps toward submission of the 2009-10 NCLB Application. =====> (Due August 1, 2009.) NCLBA Application website: <a href="http://www.4pcamaine.org">www.4pcamaine.org</a>  2009-10 Title IV-A Allocation for the RSU: \$ _____	Appoint a Title IV-A Coordinator for the RSU. Create the RSU SDFS Consultation Group. (Make sure that parents and students are represented.) Review Title IV-A regulations. Title IV-A PowerPoint Overview available at: <a href="http://www.mainesdfsca.org">www.mainesdfsca.org</a> Schedule meetings and form subcommittees as needed. (Review successes/challenges of all 2008-09 projects. Review applicable substance use and violence-related data. Assess RSU needs relating to prevention of substance abuse and violence. Determine prevention focus for 2009-10 school year and develop Title IV-A projects accordingly. Assign responsibilities for completing / submitting 2009-10 Title IV-A Application. Coordinate application with RSU business manager.)			
Online resources to help you complete the Title IV-A Application. =====>  The resource links that are listed in the column to the right are located in the Title IV-A section of the NCLB Online Application Main Menu Page.	<ul style="list-style-type: none"> <li>• Title IV-A Application PowerPoint Overview Presentation</li> <li>• Guidance for Selecting a "Model" Prevention Program Strategy</li> <li>• Guidance for Selecting an "Other Allowable" Prevention Strategy</li> <li>• Maine's Waiver Policy for Selection of "Other Allowable" Prevention Strategies</li> <li>• SDFSCA Principles of Effectiveness that Govern Title IV-A</li> <li>• Sample Title IV-A Application Pages</li> </ul>			
Additional resources: =====>	Look for the blue <b>SECTION HELP</b> links located on each page of the online Title IV-A Application. These links provide guidance and examples for completing each section.			

Last Updated on (12/5/08)

## RECORDING SHEET FOR EACH ISSUE IDENTIFIED

### HERE'S WHAT

Using each category from the inventory, summarize your similarities and differences. What is the key issue?

### SO WHAT

What questions are generated, what decisions have to be made?

### NOW WHAT

What next steps need to be taken--action plan?

WHAT?	WHO?	HOW/WHEN?