

SCHOOL BOARD OF BREVARD COUNTY, FLORIDA

BOARD AGENDA ITEM – December 14, 2021

DEPARTMENT/SCHOOL INITIATED AGREEMENT

20-742-A-JE-A2 FL Gulf Coast University

<input type="checkbox"/> (BW) Bids Waived	<input checked="" type="checkbox"/> (A) Agreement
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REQUESTOR: ESE Program Support

Legal Review Required: Yes No

Standard Template Used with No Changes: Yes No

Standard Template Type: N/A

VENDOR NAME	AMOUNT AWARDED	REQUIRED PRODUCTS/SERVICES
FL Gulf Coast University	\$77,348.00	Cost Reimbursement Grant for ESE Program Support
Total	\$77,348.00	

<input checked="" type="checkbox"/> Contract Amendment	New Contract Amount	\$77,348.00
<input type="checkbox"/> Recurring Contract	Previous Contract Amount	\$77,290.00
<input type="checkbox"/> New Contract	Variance	\$58.00

PRICE INCREASE / DECREASE EXPLANATION: Florida Gulf Coast University (FGCU) Board of Trustees was granted an extension for year three implementation for Brevard Public Schools Office of Student Services Program Support – Florida State Personnel Development Grant (SPDG). The slight increase in funding is being provided by FGCU to increase the expansion of the Check & Connect program.

DISCUSSION:

The State Personnel Development Grant (SPDG) is provided by the Office of Special Education Programs (OSEP) to help districts improve subgroup data and outcomes for students with disabilities. Florida’s SPDG SIM Project is part of a five-year grant awarded by the US. Department of Education. SIM has been chosen by the FLDOE as an evidence-based program to increase proficiency and graduation rates of all students, especially SWD. SPDG will support BPS middle schools’ Learning Strategies teachers with training and curriculum aligned with the Learning Strategies course as well as BPS secondary priority schools’ Algebra teachers and math coaches with Content Enhancement routines. Content Enhancement Routines are tools used to organize and present curriculum content in an understandable and easy-to-learn manner. The grant will cover mileage, meals, hotels, and the PD daily rate of pay for selected participants.

A vendor-provided agreement has been used and approved by Legal Services on November 29, 2021.

CONTRACT TERM:

The initial contract term commenced March 1, 2020 and will continue until October 30, 2022.

RECOMMENDATION:

It is the recommendation of Christine Moore, Assistant Superintendent of Student Services, and Dr. Kimberly Bias, Director, ESE Program Support, to approve the attached amendment with FL Gulf Coast University.

AUTHORITY FOR ACTION:

Florida Administrative Code 6A-1.012

SPDG TOTAL BUDGET

District:	Brevard		
Budget Year:	2021-2022		
Funding Category			
Check & Connect		# of C&C Schools:	20
Substitute	\$		-
Travel	\$		6,102.00
PD for Personnel	\$		9,420.00
Coordinator Supplements	\$		1,000.00
Mentor Supplies	\$		5,000.00
Additional Expenses	\$		-
C&C Sub Total	\$		21,522.00
Strategic Instruction Model (SIM)		# of SIM Schools:	0
Total Printing & Supplies:	\$		3,700.00
Substitute:	\$		1,500.00
Facilitated Planning	\$		15,555.00
Travel	\$		1,325.38
PD for Personnel	\$		22,200.00
Coordinator Supplements	\$		4,000.00
Additional Expenses	\$		-
SIM Sub Total	\$		48,280.38
District Capacity Coach (DCC)			
DCC Buy Out	\$		-
Travel for DCC	\$		1,233.00
PD for Capacity Coach	\$		2,720.00
DCC Sub Total	\$		3,953.00
Total:	\$		73,755.38
Restricted Indirect:	\$		3,591.89
Restricted Indirect Rate (%):			4.87%
Link for current approved district restricted Indirect:	https://www.fldoe.org/finance/comptroller/indirect-cost-rates2022.stml		
Grand Total:	\$		77,348
Please Note: Grand Total is rounded up for contractual purposes.			
Only update these numbers			



Florida State Personnel Development Grant (SPDG) 2017-2022

District Implementation Team Funding Guidelines

Purpose: Florida's State Personnel Development Grant (SPDG) was developed to improve outcomes for students with disabilities, specifically to increase student proficiency rates, graduation rates and decrease dropout rates.

The initiatives supported by the SPDG, Strategic Instruction Model (SIM) and Check and Connect (C&C) are evidence based strategies that have proven highly effective with all students. While the priority of the grant targets results for students with disabilities, there will be incidental benefit to non-ESE students. The guidelines set out below will assist the district implementation teams in developing a budget for supporting implementation of SIM or C&C.

The focus of the Florida SPDG is to build the internal capacity of districts and schools to implement and sustain the evidence validated practices of C&C and SIM. Successful implementation of these practices results in successful student outcomes. The grant purpose is not to provide material supports to individual students; it is to ensure personnel are receiving effective professional development and coaching to implement the SIM or C&C with fidelity. All funds must be used solely for activities and deliverables that directly support the accomplishment of the program purposes, priorities and expected outcomes.

FL SPDG has attempted to support districts in removing barriers to implementation such as providing access to training materials and supplies necessary for implementation. In the case of SIM instructional practices, there are very specific supplies needed by implementing teachers, which are not typically widely available in schools. In addition, access to efficient data systems or software such as GIST for SIM and/or the C&C app are appropriate, as they are critical supports for implementation fidelity. There are no supplies necessary to implement C&C. Some materials may be justified for *augmenting* C&C implementation, however, many common requests such as incentives, supplies, backpacks, lanyards etc. and craft supplies do not meet the primary grant goal and many of the items are specifically listed in the non-allowable items on the list below. If the DIT feels confident that any requested supply purchases will support C&C implementation and are items that will build sustainability, each school may expend \$250 on Mentor supplies. of possible budget lines to consider:

- Professional development stipends/supplements or substitutes
 - SIM - See items to consider page 4
 - C&C - See items to consider page 5
- Small travel budget to allow administrators, instructional coaches, site coordinators, and potential professional developers to attend special sessions of PD
- Supplement for school or district level liaison(s) and/or facilitator(s) of initiative implementation



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- Release time for coach/professional developer/trainer to learn to train and coach implementation of SIM or C&C
 - Mentor incentives not necessarily stipends*
 - District Coordinator part time salary

*Please note both state and federal funding requirements forbid use of dollars for food, incentives such as awards, gift cards, flowers or memorabilia. The specific language from FDOE is below.

Florida Department of Education Grant Guidelines

Allowable Expenses

Program funds must be used solely for activities and deliverables that directly support the accomplishment of the program purposes, priorities and expected outcomes during the program award period. All expenditures must be consistent with the approved application, as well as applicable state and federal laws, regulations and guidance.

Allowable expenditures may include the costs associated with employing appropriate staff for administering the discretionary project, office materials and supplies and other relevant costs associated with the administration of this project, including travel reimbursement, meeting room rentals, consultant fees, printing, and conference registration and fees, as approved by FDOE.

Purchase of the following types of devices and services require prior approval from BEESS: tablets and portable media players (e.g., iPads and iPods), air cards, internet connectivity services, personal digital assistants (PDA), cell phones, and similar devices. This includes the cost to support such devices. The justification for these kinds of devices and a detailed description must be included in the budget narrative. The justification must also include an explanation of why the device is necessary, how the devices will be kept secure, and the cost efficiency, if applicable (e.g., the reason the iPad is necessary instead of a laptop computer or a cell phone is necessary instead of a landline telephone).

Unallowable Expenses

Below is a list of items or services that are generally not allowed or authorized as expenditures. This is not an all-inclusive list of unallowable items. The discretionary project is expected to consult with their BEESS project liaison with questions regarding allowable costs.

- Advertisement
- Capital improvements and permanent renovations (e.g., playgrounds, buildings, fences, wiring)
- Clothing or uniforms



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- Costs for items or services already covered by indirect costs allocation
 - Decorations
 - Dues to organizations, federations or societies for personal benefit
 - End-of-year celebrations, parties or socials
 - Entertainment (field trip without the approved academic support is considered entertainment)
 - Game systems and game cartridges (e.g., Wii, Nintendo and PlayStation)
 - Gift cards
 - Incentives (e.g., plaques, trophies, stickers, t-shirts, give-a-ways)
 - Kitchen appliances (e.g., refrigerators, microwaves, stoves, tabletop burners)
 - Land acquisition
 - Meals, refreshments or snacks
 - Overnight field trips (e.g., retreats, lock-ins)
 - Pre-award costs
 - Purchase of facilities or vehicles (e.g., buildings, buses, vans, cars)
 - Tuition

Prior written approval must be obtained from BEESS for the purchase of any furniture or equipment using discretionary project funds.

Promotional or marketing items (e.g., flags, banners, t-shirts, pencils) not directly related to the support of and implementation of this project are **unallowable**.

Costs that are not allowable for federal programs, per EDGAR, may be found at www2.ed.gov/policy/fund/reg/edgarReg/edgar.html or in the Reference Guide for State Expenditures, which may be found at www.myfloridacfo.com/aadir/reference_guide.



Items to consider in budgeting for SIM implementation

Per Year	Regional Institutes	After hours or with substitute	Coaching
Content Enhancement Routines (Core Content Teachers in Departments/PLCs)	4 days (6 hours/day) <ul style="list-style-type: none"> allocate for stipend and travel 	12 hours (broken up into full days or partial days) <ul style="list-style-type: none"> allocate for stipends and/or subs 	During contract hours (no funding needs to be allocated)
Learning Strategies (for Intervention/ESE teachers providing Tier 2 or 3 supports)	<ul style="list-style-type: none"> 2 days (6 hours/day) allocate for stipend and travel 	12 hours (broken up into full days or partial days) <ul style="list-style-type: none"> allocate for stipends and/or subs 	During contract hours (no funding needs to be allocated)
Sessions for administrators/planning teams	<ul style="list-style-type: none"> 1 day allocate for travel, stipends as appropriate 	allocate substitutes as needed for teachers participating on DIT	During contract hours (no funding needs to be allocated)
Professional Development for Capacity Coach/ Instructional Coaches	4 days (24 hours) <ul style="list-style-type: none"> allocate for substitutes/stipends if needed and travel 	12 hours to support PLCs and/or intervention teachers (broken up into full days or partial days) <ul style="list-style-type: none"> allocate for stipends and/or subs 	During contract hours (no funding needs to be allocated)
Potential CER or LS Professional Developer Institute-PPDI (summer)	5 days (travel paid by FDLRS Admin.) <ul style="list-style-type: none"> allocate for stipend 		During contract hours (no funding needs to be allocated)
Potential Specialist Institute (Micro-credential in one LS or CE)	2 days (travel paid by FDLRS Admin.) <ul style="list-style-type: none"> allocate for stipend 		During contract hours (no funding needs to be allocated)
Capacity Coach - compensation or release time to provide systems/instructional coaching			
Printing/copying costs for CE and LS, recommend \$100 per implementing teacher			
Binders or folders for students of teachers implementing Learning Strategies			



Items to Consider in Budgeting for C&C Implementation

Identification & Preparedness Year 1	Implementation years 2-5
District Overview – 1 ½ hr. Onsite <ul style="list-style-type: none"> • Allocate for time/sub 	Overview as necessary
Trainings Preparation & Implementation Training-6 hrs. in district Mentor Training – 12 hours in district Capacity Coach (Once the District Implementation Team selects coach) 3-24 hrs. training as needed dependent upon level of coaching experience Coordinator Orientation – 6 hrs. <ul style="list-style-type: none"> • Allocate PD stipends/substitute and travel if necessary 	Training and Travel <ul style="list-style-type: none"> • Preparation & Implementation 6 hrs. • Mentor Training – 12 hrs. + travel and subs • Capacity Coach refreshers – 6hrs + travel • Refresher Blasts – Mentor renewals – 6 hrs. + travel • Site Coordinator – 6 hrs. + Travel/sub • Summer District Implementation Team Summit – 6 – 12 hrs. as determined + travel
Funding: May support District Coach once selected by District Implementation Team	Funding: Suggestions for district team to consider where financial supports go: capacity coach, mentors, site coordinator, data specialist