

# Attachment 10



## Title III, Part A English Language Acquisition, Language Enhancement, and Academic Achievement

**ATTACHMENT 10 TITLE III, PART A  
ENGLISH LANGUAGE ACQUISITION, LANGUAGE  
ENHANCEMENT, AND ACADEMIC ACHIEVEMENT**

<b>Local School System: <u>Somerset County Public Schools</u> Fiscal Year 2011</b>
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*SUPPLEMENT, NOT SUPPLANT [Section 3115(g)]: Federal funds made available under this subgrant shall be used so as to supplement the level of Federal, State, and local public funds that in the absence of such availability, would have been expended for programs for limited English proficient children and immigrant children and youths and in no case to supplant such Federal, State, and local public funds.*

**A. REQUIRED ACTIVITIES [Section 3115 (c)]:** For all required activities that will be implemented, (a) provide a brief description of services, (b) timelines or target dates, (c) the specific goals, objectives, and/or strategies detailed in the 5-year comprehensive Bridge to Excellence Master Plan, (d) the amount of funding for services to public and nonpublic students and teachers, and (e) any revision to the plan as part of this annual update (including page numbers). *Use separate pages as necessary for descriptions.*

<b>1. To increase the English proficiency of ELL children by providing high-quality language instruction educational programs that are based on scientifically based research demonstrating effectiveness of the programs in increasing English proficiency and student academic achievement in the core academic subjects. [section 3115 (c)(1)]</b>			
<b>Authorized Activities</b>	<b>Descriptions</b>	<b>Public School Costs</b>	<b>Nonpublic Costs</b>
	<b>a) brief description of the services</b> <b>b) timelines or target dates</b> <b>c) specific goals, objectives, and/or strategies detailed in the 5-year comprehensive Bridge to Excellence Master Plan</b> <b>d) services to non public schools</b> <b>e) any revision to the plan as part of this annual update (including page numbers)</b>		
1.1 Upgrading program objectives and effective instructional strategies [section 3115(d)(1)].			
1.2 Improving the instruction program for ELL children by identifying, acquiring, and upgrading curricula, instructional materials, educational software, and assessment procedures [section 3115(d)(2)].	<b>Goals, Objectives and Strategies:</b> to continue to provide quality instructional materials as needed by ELL and regular education teachers.  LeapPads for elementary levels for Woodson and Princess Anne/Greenwood Elementary 20 @ \$98 Bilingual Dictionaries for students, 50 @ \$17.95 Lakeshore Theme Boxes for Princess Anne and Greenwood Elementary Shipping Costs  <b>Timeline:</b> September 2010-June 2012	\$1960 \$897  \$2400 \$788.55	
1.3 Providing intensified instruction for ELL children [section 3115(d)(3)(B)].	<b>Goals, Objectives and Strategies</b> To provide quality instructional materials as requested by teachers Visual Thesaurus for ELL Teachers @ \$19.95 per year X 3 Teachers X 2 years  <b>Timeline:</b> September-October 2010	\$119.70	
1.4 Improving the English proficiency and academic achievement of ELL children [section 3115(d)(5)].			

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A. REQUIRED ACTIVITIES [Section 3115(c)] continued

<b>2. To provide high-quality professional development to classroom teachers (including teachers in classroom settings that are not the setting of language instruction educational programs), principals, administrators, and other school or community-based organizational personnel. [section 3115(c)(2)]</b>			
Authorized Activities	Descriptions	Public School Costs	Nonpublic Costs
<p><b>Note: High quality professional development shall not include activities such as one-day or short-term workshops and conferences. Also, high quality professional development shall apply to an activity that is one component of a long-term, comprehensive professional development plan established by a teacher or the teacher's supervisor based on an assessment of needs of the teacher, supervisor, the students of the teacher, and any school system employing the teacher [section 3115(c)(2)(D)].</b></p>	<p>a) brief description of the services b) timelines or target dates c) specific goals, objectives, and/or strategies detailed in the 5-year comprehensive Bridge to Excellence Master Plan d) services to non public schools e) any revision to the plan as part of this annual update (including page numbers)</p>		
<p>2.1 Providing for professional development designed to improve the instruction and assessment of ELL children [section 3115(c)(2)(A)].</p>			
<p>2.2. Providing for professional development designed to enhance the ability of teachers to understand and use curricula, assessment measures, and instruction strategies for ELL children [section 3115(c)(2)(B)].</p>			
<p>2.3 Providing for professional development to substantially increase the subject matter knowledge, teaching knowledge, and teaching skills of teachers [section 3115(c)(2)(C)].</p>	<p><b>Goal, Objectives and Strategies:</b> to increase the academic achievement of all students All teachers will participate in ongoing professional development targeted at improving academic achievement of every student. This includes using common assessments, analyzing assessment data and then modifying instruction. This is referred to as the CFIP's (Classroom Focused Improvement Process). Secondary teachers will participate in weekly 75 minute sessions (After School Professional Development or APD). Elementary teachers will participate in 6 Early dismissal sessions of approximately 2.5 hours each. This process is one of the main focuses of Somerset County Public Schools this year. It has proven to make a difference in all students' achievement, including Special Education and ELL students.</p> <p><b>Timeline:</b> September 2010-May 2011</p>	<p>\$ 0</p>	

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*SUPPLEMENT, NOT SUPPLANT [Section 3115(g)]: Federal funds made available under this subgrant shall be used so as to supplement the level of Federal, State, and local public funds that in the absence of such availability, would have been expended for programs for limited English proficient children and immigrant children and youths and in no case to supplant such Federal, State, and local public funds.*

**B. ALLOWABLE ACTIVITIES [Section 3115(d)]: An eligible entity receiving funds under section 3114 (a) may use the funds to achieve one or more of the following activities:**

<b>3. To provide community participation programs, family literacy services, and parent outreach and training activities to ELL children and their families. [section 3115(d)(6)]</b>			
Authorized Activities	Descriptions	Public School Costs	Nonpublic Costs
3.1 Providing programs to improve the English language skills of ELL children [section 3115(d)(6)(A)].	<b>a) brief description of the services</b> <b>b) timelines or target dates</b> <b>c) specific goals, objectives, and/or strategies detailed in the 5-year comprehensive Bridge to Excellence Master Plan</b> <b>d) services to non public schools</b> <b>e) any revision to the plan as part of this annual update (including page numbers)</b>		
3.2 Providing programs to assist parents in helping their children to improve their academic achievement and becoming active participants in the education of their children [section 3115(d)(6)(B)].	<b>Goals, Objectives and Strategies</b> to provide services that help parents understand how best to support children in school activities  Providing Stipends for Bilingual Interpreters (18 hrs X \$20/hr = \$360) Parent Conferences (18 hrs X \$20/hr = \$360) School Enrollment (60 hrs X \$20/hr - \$1,200) Mtgs., Translations/Etc.  Fringe for Interpreters (8.25%) = \$159 <b>Timeline:</b> September 2010-June 2012	\$360 \$360 \$1,200  \$159	
<b>4. Improving the instruction of limited English Proficient children by providing the following: [section 3115(d)(2)(3)]</b>			
4.1 Providing tutorials and academic and vocational education for ELL children [section 3115(d) (3) (A)].	<b>Goals, Objectives and Strategies</b> to provide extended learning activities for ELL children which include intervention and enrichment  Increasing student achievement by providing additional instruction beyond the regular school day. The instruction will focus on individual needs	\$6,000	

	with after school tutoring support (4 teachers, \$25/hr, 1 hr/day, 60 days) (4 X \$25 X 1 X 60 = \$ 6,000) (2 days/wk for 30 weeks)  Fringe on Tutors (8.25%) = \$494 <b>Timeline:</b> September 2010- June 2012	\$494	
4.2 Acquisition or development of educational technology or instructional materials [section 3115(d)(7)(A)].			
4.3 Providing for access to, and participation in electronic networks for materials, training and communication [section 3115(d)(7)(B)].	<b>Goals, Objectives and Strategies</b> to increase teacher effectiveness by providing professional development in language acquisition of students' native language  Rossetta Stone software in Spanish for teachers. Teachers will use software to become more fluent in Latin American Spanish communicate with students and parents. Two sets, one for each end of the county Shipping  <b>Timeline:</b> September 2010-2012	\$1428  \$214.20	
4.4 Incorporation of educational technology and electronic networks into curricula and programs [section 3115(d)(7)(C)].			
4.5 Developing and implementing elementary or secondary school language instruction educational programs that are coordinated with other relevant programs and services [section 3115(d)(4)].			
<b>5. To carry out other activities that are consistent with the purpose of Title III, Part A, No Child Left Behind. (Specify and describe below.) [section 3115(d)(8)]:</b>			
5.1 Carrying out other activities that are consistent with the purposed of this section [section 3115(d)(8)].		<b>Public School Costs</b>	<b>Nonpublic Costs</b>

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C. ADMINISTRATIVE EXPENSES [section 3115(b)]: Each eligible entity receiving funds under section 3114(a) for a fiscal year may not use more than 2% for the cost of administering this subpart.

6. Administrative Expenses		Public School Costs	Nonpublic Costs
6.1 Each eligible entity receiving funds under section 3114 (a) for a fiscal year may use not more than 2 percent of such funds for the cost of administering this subpart [section 3115(b)].	Allowable administrative costs not more than 2%	\$221.55	
<b>TOTAL ELL TITLE III-A (FUNDING) AMOUNT</b>		\$16,602	

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**D. IMMIGRANT ACTIVITIES [section 3115(e)]: Activities by agencies experiencing substantial increases in immigrant children and youth.**

<b>1. An eligible entity receiving funds under section 3114 (d) (1) shall use the funds to pay for activities that provide enhanced instructional opportunities for immigrant children and youth. [section (e)(1)]</b>			
<b>Authorized Activities</b>	<b>Descriptions</b>	<b>Public School Costs</b>	<b>Nonpublic Costs</b>
	<b>a) brief description of the services  b) timelines or target dates  c) specific goals, objectives, and/or strategies detailed in the 5-year comprehensive Bridge to Excellence Master Plan  d) services to non public schools  e) any revision to the plan as part of this annual update (including page numbers)</b>		
1.1 Providing for family literacy, parent outreach, and training activities designed to assist parents to become active participants in the education of their children [section 3115(e) (1) (A)].			
1.2 Supporting personnel including teacher aides who have been specifically trained or are being trained to provide services to immigrant children and youth [section 3115(e) (1) (B)].			
1.3 Providing tutorials mentoring and academic or career counseling for immigrant children and youth [section 3115(e) (1) (C)].			
1.4 Identifying and acquiring curricular materials, educational software, and technologies to be used carried out with these funds [section 3115(e) (1) (D)].			
1.5 Providing basic instructional services that are directly attributable to the presence in the school district of immigrant children and youth, including the payment of costs of providing additional classroom supplies, cost of transportation or such other costs			

[section 3115(e) (1) (E)].			
1.6 Providing other instructional services that are designed to assist immigrant children and youth to achieve in elementary schools and secondary schools in the USA, such as programs of introduction to the educational system and civics education [section 3115(e) (1) (F)].			
1.7 Providing activities, coordinated with community based organizations, institutions of higher education, private sector entities, or other entities with expertise in working with immigrants, to assist parents of immigrant children and youth by offering comprehensive community services [section 3115(e) (1) (G)].			
<b>2. Administrative Expenses</b>		<b>Public School Costs</b>	<b>Nonpublic Costs</b>
2.1 Each eligible entity receiving funds under section 3114(a) for a fiscal year may use not more than 2 percent of such funds for the cost of administering this subpart [section 3115(b)].	Allowable administrative costs not more than 2%		
<b>TOTAL IMMIGRANT TITLE III-A (FUNDING) AMOUNT</b>			

**B. ANNUAL CERTIFICATION OF EQUITABLE SERVICES TO STUDENTS IN PRIVATE (NONPUBLIC) SCHOOLS [ESEA, Section 9501]:**

1. Participating Private Schools and Services: Complete information in Attachment 6-A on page 9 regarding the names of participating private schools and the number of private school students and/or staff that will benefit from the Title III-A services.
2. Describe the school system's process for providing equitable participation to students in private schools:
  - a) The manner and extent of consultation with the officials of interested private schools during all phases of the development and design of the Title III-A services;  
**Letters of invitation were sent to Crisfield Christian Academy, The Well Watered Wells Leadership Academy and Holly Grove Christian School. The letters asked for a response if interested. Phone calls were made to Holly Grove Christian. Holly Grove followed up with a return call and form indicating they were not interested. Holly Grove also sent back a response that they were not interested. Meetings were held with the Well Water Academy and Crisfield Christian School. The Title III services and resources were explained and discussed with representatives of both schools.**
  - b) The basis for determining the needs of private school children and teachers;  
**During the meetings with Well Watered Wells Academy and Crisfield Christian School it was determined that neither school enrolled students with a native language other than English. Holly Grove indicated they were not interested in any of the ESEA funding.**
  - c) How services, location of services, and grade levels or areas of services were decided and agreed upon;  
and  
**NA**
  - d) The differences, if any, between the Title III-A services that will be provided to public and private school students and teachers, and the reasons for any differences. (Note: The school system provides services on an equitable basis to private school children whether or not the services are the same Title III-A services the district provides to the public school children.)  
  
**NA**
3. ATTACH WRITTEN AFFIRMATION (meeting dates, agenda, sign-in sheets, letters/ forms,) for the school year 2008-2009 signed by officials at each participating nonpublic school and/or their designee that **consultation regarding Title III services has occurred**. DOCUMENTATION SHOULD BE LABELED AND PROVIDED AS AN ATTACHMENT AFTER THE BUDGET PAGES IN ATTACHMENT 10.

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**B. BUDGET INFORMATION AND NARRATIVE**

1. Provide a detailed budget on the *MSDE Proposed Title III-A Budget Form*. The Proposed Budget must reflect how the funds will be spent, organized according to the budget objectives, and correlated to the activities and costs detailed in *Part C, Allowable Activities*. MSDE budget forms are available in Excel format through the local finance officer or at the *MSDE Bridge to Excellence Master Plan Web Site* at [www.marylandpublicschools.org](http://www.marylandpublicschools.org).
2. Provide a detailed budget narrative using the attached “Guidance for Completion of the Budget Narrative for Individual Grants.” (pp. 11-13 of this guidance document). The accompanying budget narrative should (a) detail how the school system will use Title III-A funds to pay only reasonable and necessary direct administrative costs associated with the operation of the Title III-A program and (b) demonstrate the extent to which the budget is both reasonable and cost-effective.

**C. ATTACHMENTS 4-A & B, 5-A & B, and 6-A & B**

Be certain to complete all appropriate templates in Part II:

Attachment 4: School Level Budget Summary

Attachment 5: Transfer of ESEA Funds

Attachment 6: Consolidation of ESEA Funds for Local Administration

Attachment 7: Affirmation of Consultation (with nonpublic schools) documentation

**Title III Budget Narrative  
FY 2011**

<b>Category/Object</b>	<b>Line Item</b>	<b>Calculation</b>	<b>Amount</b>	<b>In Kind</b>	<b>Total</b>
Program 02 Special Programs/ Instructional Materials	LeapPads for Woodson, Princess Anne/Greenwood Elementary	22 X \$98	\$2,156		6391.00
	Bilingual Dictionaries for Students	50 X \$17.95	\$897		
	LakeShore Theme boxes for Princess Anne and Greenwood Elementary	2 X \$1200	\$2,400		
	Shipping	Approx. Shipping 15%	\$818		
	Visual Thesaurus for ELL Teachers-online subscription	\$20 X 3 teachers X 2 years	\$120		
Program 02 Special Programs/ Salaries and Wages	Providing Stipends for Bilingual Interpreters (time sheet/contractual as needed basis)	19 hrs. X \$20/hr-Parents	\$380		\$8,569.00
		18 hrs. X \$20- School Enrollment	\$360		
		60 hrs. X \$20/hr.-Mtgs., translations, etc.	\$1,200		
		Fringe for Interpreters (SS = \$1940 x 7.65% = \$149.00 (WC = 1940 x .263% = \$5.00)	\$154		
	Providing Tutoring After School Day	4 teachers X \$25/hr. X 1 hr. per day X 60 Days	\$6,000		
		Fringe on Tutors (SS = \$6000 x 7.65% = \$459) (WC = \$6000 x .263% = \$16)	\$475		
Program 09 Instruct. Staff Development/ Materials	Rosetta Stone software in Spanish for teachers	2 sets X \$714/set	\$1,428		\$1642
	Shipping	15% X \$1428	\$214		
	<b>Total</b>		\$16,602		\$16,602.00

ORIGINAL GRANT BUDGET	16,602	AMENDED BUDGET #		REQUEST DATE	
GRANT NAME	Title III	GRANT RECIPIENT NAME	Somerset County Public Schools		
MSDE GRANT #		RECIPIENT GRANT #			
REVENUE SOURCE		RECIPIENT AGENCY NAME	Somerset County Public Schools		
FUND SOURCE CODE		GRANT PERIOD	7/1/2010	9/30/2011	

CATEGORY/PROGRAM	BUDGET OBJECT						BUDGET BY CAT./PROG.
	01- SALARIES & WAGES	02 - CONTRACT SERVICES	03- SUPPLIES & MATERIALS	04 - OTHER CHARGES	05 - EQUIPMENT	08 - TRANSFERS	
<b>201 Administration</b>							
Prog. 21 General Support							0
Prog. 22 Business Support							0
Prog. 23 Centralized Support							0
<b>202 Mid-Level Administration</b>							
Prog. 15 Office of the Principal							0
Prog. 16 Inst. Admin. & Supv.							0
<b>203-205 Instruction Categories</b>							
Prog. 01 Regular Prog.							0
Prog. 02 Special Prog.	7,940		6,391				14,331
Prog. 03 Career & Tech Prog.							0
Prog. 04 Gifted & Talented Prog.							0
Prog. 07 Non Public Transfers							0
Prog. 08 School Library Media							0
Prog. 09 Instruction Staff Dev.			1,642				1,642
Prog. 10 Guidance Services							0
Prog. 11 Psychological Services							0
Prog. 12 Adult Education							0
<b>206 Special Education</b>							
Prog. 04 Public Sch Instr. Prog.							0
Prog. 09 Instruction Staff Dev.							0
Prog. 15 Office of the Principal							0
Prog. 16 Inst. Admin & Superv.							0
<b>207 Student Personnel Serv.</b>							0
<b>208 Student Health Services</b>							0
<b>209 Student Transportation</b>							0
<b>210 Plant Operation</b>							
Prog. 30 Warehousing & Distr.							0
Prog. 31 Operating Services							0
<b>211 Plant Maintenance</b>							0
<b>212 Fixed Charges</b>				629			629
<b>214 Community Services</b>							0
<b>215 Capital Outlay</b>							
Prog. 34 Land & Improvements							0
Prog. 35 Buildings & Additions							0
Prog. 36 Remodeling							0
<b>Total Expenditures By Object</b>	7,940	0	8,033	629	0	0	16,602

Finance Official Approval	Vicki Miller	10/13/2010	410-651-1616
	Name	Signature	Telephone #
Supt./Agency Head Approval	Dr. Karen-Lee Brofee	10/13/2010	410-651-1616
	Name	Signature	Telephone #
MSDE Grant Manager Approval			
	Name	Signature	Telephone #

## ASSURANCES

By receiving funds under this grant award, I hereby agree, as grantee, to comply with the following terms and conditions:

23. Programs and projects funded in total or in part through this grant shall operate in compliance with State and federal statutes and regulations, including but not limited to the 1964 Civil Rights Act and amendments, the Code of Federal Regulations (CFR) 34, the Elementary and Secondary Education Act, Education Department General Administrative Regulations (EDGAR), the General Education Provisions Act (GEPA) and the Americans with Disabilities Act.
24. The Maryland State Department of Education (MSDE) may, as it deems necessary, supervise, evaluate and provide guidance and direction to grantee in the conduct of activities performed under this grant. However, MSDE's failure to supervise, evaluate, or provide guidance and direction shall not relieve grantee of any liability for failure to comply with the terms of the grant award.
25. Grantee shall establish and maintain fiscal control and fund accounting procedures, as set forth in 34 CFR Parts 76 & 80 and in applicable statute and regulation.
26. Grantee shall adhere to MSDE reporting requirements, including the submission of all required reports. Failure to submit complete, accurate, and timely progress and final reports may result in the withholding of subsequent grant payments until such time as the reports are filed.
27. Entities receiving federal funds of \$500,000 or more must have an annual financial and compliance audit in accordance with OMB Circular A-133.
28. Grantee shall retain all records of its financial transactions and accounts relating to this grant for a period of three years, or longer if required by federal regulation, after termination of the grant agreement. Such records shall be made available for inspection and audit by authorized representatives of MSDE.
29. Grantee must receive prior written approval from the MSDE Program Monitor before implementing any programmatic changes with respect to the purposes for which the grant was awarded.
30. Grantee must receive prior written approval from the MSDE Program Monitor for any Budgetary realignment of \$1,000 or 15% of total object, program or category of expenditure, *whichever is greater*. Grantee must support the request with the reason for the requested change. Budget realignments must be submitted at least 45 days prior to the end of the grant period.
31. Requests for grant extensions, when allowed, must be submitted at least 45 days prior to the end of the grant period.
32. Grantee shall repay any funds that have been finally determined through the federal or State audit resolution process to have been misspent, misapplied, or otherwise not properly accounted for, and further agrees to pay any collection fees that may subsequently be imposed by the federal and/or State government.
33. If the grantee fails to fulfill its obligations under the grant agreement properly and on time, or otherwise violates any provision of the grant, including failure to maintain proper documentation and records as required by pertinent federal and State statute and regulations, MSDE may suspend or terminate the grant by written notice to the grantee. The notice shall specify those acts or omissions relied upon as cause for suspension or termination. Grantee shall repay MSDE any funds that have been determined through audit to have been misspent, unspent, misapplied, or otherwise not properly accounted for. The repayment may be made by an offset to funds that are otherwise due the grantee.

I further certify that all of the facts, figures and representations made with respect to the grant application and grant award, including exhibits and attachments, are true and correct to the best of my knowledge, information, and belief.

	10/13/2010
Superintendent of Schools/Head of Grantee Agency	Date