

Connecting PLPs to Curriculum & Assessment

The Vermont Agency of Education (AOE) invites SUs/SDs to design, develop and/or implement processes, practices and/or strategies that utilize student PLPs as a tool to improve the scope and rigor of academic learning opportunities. The goal of this grant opportunity is to identify promising practices that increase the relevance and the usage of personalized learning plans (PLPs) in day to day learning experiences – both inside and outside of the classroom --guided by a coordinated curriculum in order to scale student-centered learning. This short duration competitive grant opportunity will award six proposals of \$25,000.00 each.

Application Due Date: November 15, 2019

Anticipated Grant Duration: December 16, 2019 – June 30, 2020

Number of Awards: six awards at \$25,000.00 each

For additional information, contact:

Veronica Newton

Vermont Agency of Education

1 National Life Drive, Davis 5

Montpelier VT 05620-2501

Email: veronica.newton@vermont.gov

Phone: (802) 828-0054

Introduction and Background:

Statutory/Regulatory References: Vermont’s Flexible Pathway Initiative, 16 V.S.A. § 941, charges school districts to work with every student in grade 7 through grade 12 in an ongoing personalized learning planning process.

[NOTE: Although PLPs are not required for students in kindergarten through grade six, personalized learning strategies that will reinforce and enhance the grade seven to twelve process are encouraged in the legislation.]

The Vermont State Board of Education Rules Series 2000 – Education Quality Standards (EQS), 16 V.S.A. §165 outline the expectation that all students in Vermont public schools are afforded educational opportunities that are substantially equal in quality and that enable them to achieve or exceed the standards approved by the State Board of Education. These rules are designed to ensure continuous improvement in student performance, instruction and leadership to enable students to attain rigorous standards in high-quality programs. Below we have identified specific standards to guide applicants:

EQS 2120.1. Instructional Practices.

EQS 2120.4. Personalized Learning Plans.

EQS 2120.6. Curriculum Coordination.

EQS 2120.7. Graduation Requirements.

EQS 2123.2. Development and Implementation of Local Comprehensive Assessment System.

The State Board of Education requires that, “[i]nstructional practices shall promote personalization for each student, and enable each student to successfully engage in the curriculum and meet the graduation requirements.”

The Education Quality Standards also emphasize the importance of a curriculum that is aligned to state-adopted standards, coordinated across grade levels as well as the SU/SD, informed by research, and designed to enable students to meet graduation requirements. The PLP provides an opportunity for students to determine how they will meet the expectations within a coordinated curriculum in order to be prepared for college, career, and life. Finally, the assessment system should inform the PLP as well as the level of support required by the student.

AOE Theory of Action:

In a personalized, proficiency-based system with flexible pathways (also known as, student-centered learning), a coordinated curriculum should include a structure that is

easily understood by learners, have flexibility that allows for personalized learning, be a system for collecting evidence of learning, and identify clear links to proficiency-based graduation requirements (PBGRs). The coordinated curriculum provides the pathway for meeting the expectations in the PBGRs while the PLP informs and documents the student's journey. The assessment system provides feedback regarding student's progress along a continuum of learning.

In order to advance personalized instructional practices within a coordinated curriculum, educators can and should be using student PLPs to inform the design and delivery of instruction and assessments. Integrating student PLPs into the day-to-day academic learning experiences will promote student engagement and ownership of learning -- critical components of personalized learning -- and strengthen the relevance and connections to their academic and career goals.

The AOE seeks to support SU/SDs in the design, development or implementation of a coordinated approach to scaling student-centered learning through the integration of education quality standards.

Successful grant applications will address one or more of the following:

1. How PLPs can be an effective tool for developing or improving coordination of curriculum within an SU/SD
2. How the use of PLPs in the design and delivery of instruction and assessment in the classroom improves the scope and rigor of learning opportunities for students
3. How ongoing use of PLPs in the classroom can improve student engagement and enable learners to meet/exceed graduation requirements within a coordinated curriculum

SU/SDs will be responsible for managing the grant awards and steering the projects. Student representation and participation in the grant activities is essential. This work may focus on a coordinated k-12 curriculum and PLP system, however, participation of a secondary school is required. This competitive grant opportunity will award up to six proposals of \$25,000.00 each.

Vermont Agency of Education Priorities

This grant will support proposals(s) that:

- Involve students in the process and in grant activities.
- Produce evidence, artifacts, plans, and examples of project benchmarks and deliverables.
- Explain how these artifacts will be shared with the AOE and serve the field.
- Address one or more of the following:

- Explain how PLPs can be an effective tool for developing or improving coordination of curriculum within an SU/SD
- Explain how PLPs will be used in the design and delivery of instruction and assessment in the classroom
- Explain how PLPs will be integrated in the classroom as means to improve student engagement and enable learners to meet/exceed graduation requirements within a coordinated curriculum

I. Project Award and Timeline

These grant funds are one-time, short duration funds for FY20. Grants will expire on June 30, 2020. Awardees will have access to grant awards for the full duration of the award period provided that program objectives are met, and all reporting and monitoring requirements are successfully fulfilled. Grantees are expected to provide a plan, timeline, and budget request for the identified grant activity period.

Timeline

Grant Application Released: October 17, 2019

Application Deadline: November 15, 2019

Grantees Announced: November 22, 2019

Anticipated Grant Duration: December 16, 2019 – June 30, 2020

Number of Awards: Six awards are anticipated.

II. Application Requirements

The narrative sections of the application must be double-spaced and the font must not be smaller than 12-point and shall not exceed 10 pages. Application must contain the following sections:

A. Grant Narrative: (please see Appendix A: Grant Narrative)

Project Description and Justification:

- A description of how the project will meet the Vermont Agency of Education Priorities:
 - Explain how students will be Involved in the process and in grant activities.
 - Produce evidence, artifacts, plans, and examples of project benchmarks and deliverables.
 - Explain how these artifacts will be shared with the AOE and serve the field.
 - Address one or more of the following:
 - Explain how PLPs can be an effective tool for developing or improving coordination of curriculum within an SU/SD

- Explain how PLPs will be used in the design and delivery of instruction and assessment in the classroom
- Explain how PLPS will be integrated in the classroom as means to improve student engagement and enable learners to meet/exceed graduation requirements within a coordinated curriculum
- A description of goals, an achievable plan and timeline, and monthly project benchmarks. This scope and sequence must be developed for the projected time period between December 16, 2019 and June 30, 2020. A project timeline with specific indicators of project success (benchmarks) at key points of the timeline. (please see Appendix B: Project Timeline/Benchmarks)
- A description of the measurements you will use to determine success including clearly defined goals, numeric objectives, and specific outcomes.
- A plan for sustaining this work at the end of the funding period must be included.

Project Management:

- Clearly defined roles and responsibilities of staff, students and leadership, and steering committee membership that demonstrate that the team has the capability of managing the project, organizing the work, and meeting deadlines.
- Intended strategies for communication with and among the school(s), AOE staff, and stakeholders (students & other engaged adults).
- Details of Steering Committee (SC) (if applicable) including membership and process to support implementation.
- An explanation of how the project plan is integrated into school day systems and on-going initiatives.

B. Budget and Budget Justification: (please see Appendix C: Budget Template)

- A project budget for anticipated funding.
 - A budget justification that is clearly tied to the scope and requirements of the project. (Please see Appendix C: Budget Template)
- [NOTE: The [FY20 Uniform Chart of Accounts](#) (UCOA) is a shared system of accounting for SUs/SDs in Vermont. It includes a set of accounts to categorize school finance revenues and expenditures, as well as standardized business practices.]

C. Contact Information: (please see Appendix D: Contact Information)

- Name, address, phone number, and e-mail information for Superintendent, Lead Grant Contact, and Business Manager.

III. Application Submission and Review

A. Submission:

Applicants must submit an original copy signed by an authorized institutional official to Veronica Newton via email (veronica.newton@vermont.gov) at the Vermont Agency of Education. Electronic signatures will be accepted. To be considered for funding, signed applications must be received at the Vermont Agency of Education by 4:00 PM on November 15, 2019. Applications submitted by mail or hand-delivered should be sent to:

Veronica Newton
Vermont Agency of Education
1 National Life Drive, Davis 5
Montpelier VT 05620-2501

B. Review Process:

A review panel will evaluate the eligible applications in accordance with the required application components.

Criteria	Points
Grant Narrative Project Description and Justification (20) Project Management (20)	40
Project Timeline and Benchmarks	40
Budget and Budget Justifications	20

Score	Scoring Guide: Criteria are awarded a score of 1 to 20, with 20 being the highest. We offer the following as a guide to assist you.
16-20 = Excellent	The proposal demonstrates the highest level of thinking, capacity or impact. The content of the responses is exemplary in this particular criteria and area and could be an example to others.
11-15 = Good	Exhibits ideas that will affect positive change. While the criteria are not fully addressed, the responses are thoughtful and striving for effectiveness.
6-10 = Fair	Gaps are apparent. Criteria are not addressed fully. Responses lack detail.
0-5 = Poor	Weaknesses are apparent in the criteria; the question is not addressed or the logic is faulty.

The Agency reserves the right to award in part, to reject any and all applications in whole or in part, and to waive technical defects, irregularities or omissions if, in its judgement, the best interest of students would be served. After receiving the application, the Agency reserves the right not to award a grant, to negotiate specific grant amounts and to select certain grantees regardless of points awarded as part of the process to meet federal requirements or State Board of Education priorities.

Applicants may be asked to clarify or rewrite certain aspects of their applications. Finalists may be asked to participate in an interview before funds are awarded. Applicants will be contacted if such information or actions are necessary.

IV. Award Administration

- A. Notification of the Award:** The SU/SD designee will be notified of the status of their application within one week of the application deadline.
- B. Reporting Requirements:** The Steering Committee and/or SU/SD designee will provide quarterly updates on progress to a designated staff person at the Agency of Education.
- C. Final Report to be submitted by July 15, 2020:** Project Evidence and Final Evaluation Plan: A detailed description of how the project goals were met, as well as any challenges that were encountered. Additionally, the final evaluation will include:
 - An explanation of how the partnership functioned including strengths and challenges; and
 - An explanation for how this work will be sustained.

Appendix A: Grant Narrative

Project Description and Justification
Project Management

Appendix B: Project Timeline/ Benchmarks

Timeline	Goal/Purpose	Description of Activity and Participants	Deliverable/Product	Measurement, Benchmark of Success

Appendix C: Budget

Functions FY20 Uniform Chart of Accounts	Salaries (100)	Employees Benefits (200)	Professional and Technical Services (300) Consultants Contracts	Other Purchased Services (500) Travel Printing	Supplies (600) Food Books Periodicals	Miscellaneous Expenditures (800) Subgrants, Dues, and Fees	Total
2212- Instruction and Curriculum Development							
2213 - Instructional Staff Training							
2219 - Other Improvement of Instruction Services							
2230- Instruction- Related Technology							
2240- Academic Student Assessment							
2290 - Other Support Services - Instructional Staff							
2715- Field Trips (Education related)							
2901-Other Support Services							
Total							

Appendix D: Contact Information

Superintendent

Institution or Organization	
Name	
Title	
Address	
Telephone	
Email	
Fax	
Signature	

Lead Grant Contact

Institution or Organization	
Name	
Title	
Address	
Telephone	
Email	
Fax	
Signature	

Business Manager

Institution or Organization	
Name	
Title	
Address	
Telephone	

Email	
Fax	
Signature	

Committee Member

Institution or Organization	
Name	
Title	
Address	
Telephone	
Email	
Fax	

Committee Member

Institution or Organization	
Name	
Title	
Address	
Telephone	
Email	
Fax	