


**Florida Department of Education
Project Award Notification**

1 PROJECT RECIPIENT Liberty County School District	2 PROJECT NUMBER 390-93630-4S001	
3 PROJECT/PROGRAM TITLE Science of Reading Literacy and Tutoring (SoRT) Program <p align="center">TAPS 24A283</p>	4 AUTHORITY Section 96 23-24 General Appropriations USDE or Appropriate Agency FAIN#:	
5 AMENDMENT INFORMATION Amendment Number: Type of Amendment: Effective Date:	6 PROJECT PERIODS Budget Period: 07/01/2023 - 06/30/2024 Program Period: 07/01/2023 - 06/30/2024	
7 AUTHORIZED FUNDING Current Approved Budget: \$150,000.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$150,000.00	8 REIMBURSEMENT OPTION Quarterly Advance to Public Entity	
9 TIMELINES <ul style="list-style-type: none"> • Last date for incurring expenditures and issuing purchase orders: <u>06/30/2024</u> • Date that all obligations are to be liquidated and final disbursement reports submitted: <u>08/20/2024</u> • Last date for receipt of proposed budget and program amendments: <u>05/30/2024</u> • Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400: • Date(s) for program reports: • Federal Award Date : <u>07/01/2023</u> 		
10 DOE CONTACTS Program: Melinda Webster Phone: (850) 245-9539 Email: Melinda.Webster1@fldoe.org Grants Management: Unit A (850) 245-0735	Comptroller Office Phone: (850) 245-0401 UEI#: LVN6Y885WAC4 FEIN#: F596000720001	
11 TERMS AND SPECIAL CONDITIONS <ul style="list-style-type: none"> • This project and any amendments are subject to the procedures outlined in the <u>Project Application and Amendment Procedures for Federal and State Programs</u> (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. • The Department’s approval of this contract/grant does not excuse compliance with any law. • Other: 		
12 APPROVED: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p><i>Melinda Webster</i> _____ Authorized Official on behalf of the Commissioner of Education</p> </div> <div style="width: 45%; text-align: center;"> <p>9/28/23 _____ Date of Signing</p> </div> <div style="width: 10%; text-align: right;">  <p>FLORIDA DEPARTMENT OF EDUCATION fldoe.org</p> </div> </div>		

**INSTRUCTIONS
PROJECT AWARD NOTIFICATION**

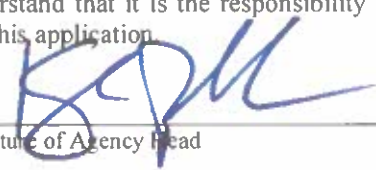
- 1 Project Recipient: Agency, Institution or Non-Governmental entity to which the project is awarded.
- 2 Project Number: This is the agency number, grant number, and project code that must be used in all communication. (Projects with multiple project numbers will have a separate DOE-200 for each project number).
- 3 Project Description: Title of program and/or project. TAPS #: Departmental tracking number.
- 4 Authority: Federal Grants - Public Law or authority and CFDA number. State Grants - Appropriation Line Item Number and/or applicable statute and state identifier number.
- 5 Amendment Information: Amendment number (consecutively numbered), type (programmatic, budgeting, time extension or others) in accordance with the Project Application and Amendment Procedures for Federal and State Programs (Green Book), and effective date.
- 6 Project Periods: The periods for which the project budget and program are in effect.
- 7 Authorized Funding: Current Approved Project (total dollars available prior to any amendments); Amendment Amount (total amount of increase or decrease in project funding); Estimated Roll Forward (roll forward funds which have been estimated into this project); and Total Project Amount (total dollars awarded for this project).
- 8 Reimbursement Options:
 - Federal Cash Advance –On-Line Reporting required monthly to record expenditures.
 - Advance Payment – Upon receipt of the Project Award Notification, up to 25% of the total award may be advanced for the first payment period. To receive subsequent payments, 90% of previous expenditures must be documented and approved by the Department.
 - Quarterly Advance to Public Entity – For quarterly advances of non-federal funding to state agencies and LEAs made in accordance within the authority of the General Appropriations Act. Expenditures must be documented and reported to DOE at the end of the project period. If audited, the recipient must have expenditure detail documentation supporting the requested advances.
 - Reimbursement with Performance - Payment made upon submission of documented allowable expenditures, plus documentation of completion of specified performance objectives.
- 9 Timelines: Date requirements for financial and program reporting/requests to the Department of Education.
- 10 DOE Contacts: Program contact for program issues, Grants Management Unit for processing issues, and Comptroller's Office number for payment information.
- 11 Terms and Special Conditions: Listed items apply to this project. (Additional space provided on Page 2 of 2 if needed.)
- 12 Approved: Approval signature from the Florida Department of Education and the date signature was affixed.

**DOE-200
Revised 07/15**

/w EPDw ULLTE2M

BF501248

FLORIDA DEPARTMENT OF EDUCATION PROJECT APPLICATION

Please return to: Florida Department of Education Office of Grants Management Room 332 Turlington Building 325 West Gaines Street Tallahassee, Florida 32399-0400 Telephone: (850) 245-0735	A) Program Name: Science of Reading and Tutoring Program TAPS NUMBER: 24A283	DOE USE ONLY Date Received 08/17/2023
B) Name and Address of Eligible Applicant: Liberty County School Board 11051 NW SR 20 Bristol, FL, 32321		Project Number (DOE Assigned) 390-93630-4S001
C) Total Funds Requested: 150,000 <hr/> DOE USE ONLY Total Approved Project: \$ 150,000	D) Applicant Contact & Business Information	
	Contact Name: Mandie Fowler Fiscal Contact Name: Melanie King Mailing Address: 11051 NW SR 20 Bristol, FL, 32321 Physical/Facility Address: 11051 NW SR 20 Bristol, FL, 32321	Telephone Numbers: 850-643-2275 E-mail Addresses: Mandie.fowler@lcsb.org Melanie.king@lcsb.org UEI number:LVN6Y885WAC4 FEIN number: F596000720001
CERTIFICATION		
I, <u>Kyle Peddie</u> , (Please Type Name) 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. Furthermore, 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.		
E)  _____ Signature of Agency Head	_____ Superintendent Title	_____ 8/18/2023 Date

Science of Reading Literacy and Tutoring (SoRT) Program Assurances

PROGRAMMATIC, FISCAL, AND REPORTING ASSURANCES

The [Local Educational Agency Chief Executive Officer, or his/her authorized representative] assures the following:

Assurance 1, Target Population: The Applicant will prioritize kindergarten through fifth grade students enrolled in a public school who either scored below a Level 3 on the English Language Arts (ELA) assessment in the prior year or who the district has determined through progress monitoring to be below grade level.

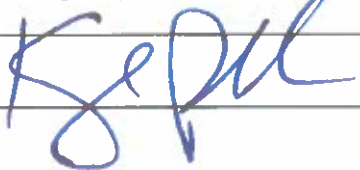
Assurance 2, Designated Tutoring Time: The Applicant will use funds for (a) stipends for tutors during the school day, before and after school, or a summer program; (b) licenses for computerized or automated literacy tutoring that provides each student with the ability to read to the software and receive, in real time, tutoring interventions that are based in science of reading principles and individually tailored to the needs and ability of each student; (c) professional learning; or (d) curriculum, resources and materials necessary to implement explicit and systematic instructional strategies. Instructional materials must be evidence- and research-based grounded in the science of reading which meet the requirements of strong, moderate or promising evidence as defined by ESSA.

Assurance 3, Initial and Ongoing Support: The Applicant will provide initial and ongoing training and support to tutors. If the applicant is utilizing funds to implement the RAISE High School Tutoring Program established in Section 1008.365(8), Florida Statutes, the Applicant must follow requirements in law regarding supervision expectations.

Assurance 4, Annual Reporting: The Applicant will annually report to the Department no later than June 30, 2024, on the following:

- a. Program expenditures by category.
- b. Numbers of students served by the program by grade level.
- c. Student outcomes as evidenced by 2023-2024 Florida Assessment of Student Thinking (FAST) progress monitoring results in ELA.

Local Educational Agency Chief Executive Officer or Authorized Representative (Printed Name):

Signature: 	Date: 8-17-23
--	---------------

A) **Liberty County**
 Name of Eligible Recipient
 B) **390-93630-4S001**
 Project Number (DOE Use Only)

TAPS Number
24A283

FLORIDA DEPARTMENT OF EDUCATION BUDGET NARRATIVE FORM

(1) Function	(2) Object	(3) Account Title & Narrative	(4) FTE Position	(5) Amount
6400	120	Five district lead teachers to prepare and provide professional learning activities on Science of Reading and develop district integration strategies utilizing Science of Reading. Houly rate of \$35/hour, 10 days @ 7 hours/day		\$12,250.00
6400	210	Retirement for 5 district lead teachers (12%)		\$1,470.00
6400	220	Social Security & Medicare for 5 district lead teachers (7.65%)		\$937.13
6400	240	Workers Comp for 5 district lead teachers (0.468%)		\$57.33
6400	120	K-5 Teacher salaries to participate in professional learning activities on Science of Reading \$125/day * 30 Teachers, * 4 days		\$15,000.00
6400	210	Retirement for teachers (12%)		\$1,800.00
6400	220	Social Security & Medicare for teachers (7.65%)		\$1,147.50
6400	240	Workers Comp for teachers (0.468%)		\$70.20
5900	120	Two part time Reading Interventionists, to tutor identified students during the day at \$35/hour, 20 hours/week *35 weeks		\$49,000.00
5900	210	Retirement for teachers (12%)		\$5,880.00
5900	220	Social Security & Medicare for teachers (7.65%)		\$3,748.50
5900	240	Workers Comp for teachers (0.468%)		\$229.32
5900	160	OPS High School students to tutor 1:1 using Science of Reading strategies, during after school program (10 students @ \$15/hour, 40 hours each)		\$6,000.00
5900	210	Retirement for OPS High School students (12%)		\$720.00
5900	220	Social Security & Medicare for OPS High School students (7.65%)		\$459.00
5900	240	Workers Comp for OPS High School students (0.468%)		\$28.08
5900	110	Supervisor for OPS High School students (at employee hourly rate, appx. \$40/hour, 50 hours total)		\$2,000.00
5900	210	Retirement for Administrator (12%)		\$240.00
5900	220	Social Security & Medicare for Administrator (7.65%)		\$153.00
5900	240	Workers Comp for Administrator (0.468%)		\$9.36
5900	160	2 Support staff to provide student data (including grades, assessment, etc) and organize resources for all tutoring and professional development (at employee hourly rate, appx. \$20/hour, 100 hours total)		\$4,000.00
5900	210	Retirement for Administrator (12%)		\$480.00

5900	220	Social Security & Medicare for Administrator (7.65%)		\$306.00
5900	240	Workers Comp for Administrator (0.468%)		\$18.72
5100	520	Curriculum to support Science of Reading		\$26,000.00
5100	5100	Materials to support Science of Reading		\$17,995.86
			C) TOTAL	\$150,000.00

Project Performance Accountability Form

Definitions

- **Scope of Work-** The major tasks that the grantee is required to perform
- **Tasks-** The specific activities performed to complete the Scope of Work
- **Deliverables-** The products and/or services that directly relate to a task specified in the Scope of Work. Deliverables must be quantifiable, measurable, and verifiable
- **Evidence-** The tangible proof
- **Due Date-** Date for completion of tasks
- **Unit Cost-** Dollar value of deliverables

Scope of Work Tasks/Activities	Deliverables (product or service)	Evidence (verification)	Due Date (completion)	Unit Cost (optional)
Provide tutoring to students using Science of Reading strategies and curriculum both during the academic day and during after-school	Student data (progress monitoring & attendance) Staff time sheets Lesson Plans	Student data (progress monitoring & attendance) Staff time sheets Lesson Plans	Quarterly uploads or as requested	84,271.98 (See budget lines 8-20)
Provide Professional Learning activities to LCSB teachers on Science of Reading strategies and curriculum	time sheets, daily agendas, and handouts	time sheets, daily agendas, and handouts	Summer 2024	32,731.66 (See budget lines 1-7)
Purchase curriculum, interactive whiteboards, and supplies to support Science of Reading strategies	Purchase orders	Purchase order invoices	Quarterly uploads or as requested	43,995.86 (See budget lines 21-23)

Note: Add additional lines if necessary

Narrative Section

Scope of Work/Narrative

1. The Liberty County School District (LCSD) shall use SoRt Program funds to provide targeted professional development on Science of Reading **provided through PAEC and JustRead Florida! (in targeted areas such as Tier I interventions, best practices, and curriculum supports)**, small group and individualized tutoring using Science of Reading strategies and materials, and purchase curriculum and supplies to support these initiatives **(including iReady Magnetic Readers, Rewards, and Spire/Sound Sensible and auxiliary resources available through Wonders)**.
2. The project design includes hiring staff for academic tutoring during the academic year (part-time Reading Interventionists, after-school tutors, and support staff) as well as reviewing and purchasing curriculum and supplies to support Science of Reading integration (budget lines 8-20). Deliverables for the academic year include: time sheets and tutoring schedules, student data, and purchase order records. Summer 2024 the project will focus on developing and implementing Science of Reading Professional Learning activities (budget lines 1-7). Deliverables for the summer include time sheets, daily agendas, and handouts.
3. Baseline student data will be the 2022-23 FAST PM3, outline below:

W R TOLAR Reading

- o Proficiency & beyond (Level 3+) - 56.7%
- o At Risk (Level 2) - 23.6%
- o Intensive Interventions (Level 1) - 17.6%

W R TOLAR Math

- o Proficiency & beyond (Level 3+) - 64%
- o At Risk (Level 2) - 17%
- o Intensive Interventions (Level 1) - 19%

HOSFORD Reading

- o Proficiency & beyond (Level 3+) -54.8%
- o At Risk (Level 2) - 23.2%
- o Intensive Interventions (Level 1) - 21.9%

Hosford Mathematics

- o Proficiency & beyond (Level 3+) - 59%
- o At Risk (Level 2) - 23%
- o Intensive Interventions (Level 1) - 18%

4. **Assurance 1, Target Population:** The LCSB will prioritize kindergarten through fifth grade students enrolled in a public school who either scored below a Level 3 on the English Language Arts (ELA) assessment in the prior year or who the district has determined through progress monitoring to be below grade level, through careful disaggregation of individualized student data; including FAST reading & math 2022-23 PM 3 & 2023-24 PM1, iReady diagnostics, and STAR, as applicable.
5. **Assurance 2, Designated Tutoring Time:** The LCSB will use funds for (a) stipends for tutors during the school day, before and after school, or a summer program, through

hiring part time Reading Interventionist teachers to work 1:1 or 1:up to 4 during the school day with targeted students using Science of Reading strategies and curriculum (budget lines 9-12) as well as hiring after school tutors to work 1:1 with students during the Outside the School Day programs using Science of Reading strategies and curriculum (budget lines 13-20); (c) professional learning focused on district led Science of Learning (budget lines 1-8); as well as (d) curriculum, resources and materials necessary to implement explicit and systematic instructional strategies (budget lines 21-26). All purchased instructional materials will be evidence- and research-based grounded in the science of reading and will meet the requirements of strong, moderate or promising evidence as defined by ESSA.

6. **Assurance 3, Initial and Ongoing Support:** The LCSB will provide initial and ongoing training and support to both during the day and afternoon tutors through targeted onboarding training by district staff regarding Science of Reading, and will provide an afternoon supervisor for tutors (budget lines 17-20).
7. **Assurance 4, Annual Reporting:** The LCSB will annually report to the Department no later than June 30, 2024, on the following:
 - a. Program expenditures by category
 - i. Fiscal Reports, including the program DOE 399 report as well as purchase orders and time sheets
 - b. Numbers of students served by the program by grade level
 - i. Student attendance data
 - c. Student outcomes as evidenced by 2023-2024 Florida Assessment of Student Thinking (FAST) progress monitoring results in ELA.
 - i. Student PM1 23-24 or PM3 22-23 Reading data to show program starting point and PM3 23-24 data to show program goal success
 - ii. Program goals will be reflective of the FLDOE growth goals, currently to be released or district identified goal of 10 points raw score growth.

Charter School(s)

Liberty County does not have any charter schools at this time, therefore no charter schools will be participating in the program.