



**Florida Department of Education  
Project Award Notification**

<b>1 PROJECT RECIPIENT</b> Sarasota County School District	<b>2 PROJECT NUMBER</b> 580-2262B-2CS02
<b>3 PROJECT/PROGRAM TITLE</b> Unified School Improvement UniSIG Strategic Initiatives  <p style="text-align: right;"><b>TAPS 22A183</b></p>	<b>4 AUTHORITY</b> <b>84.010 NCLB Consolidated 84.010 011 186 318 365 367</b> <b>USDE or Appropriate Agency</b>  <b>FAIN#: S010A210009</b>
<b>5 AMENDMENT INFORMATION</b> Amendment Number: Type of Amendment: Effective Date:	<b>6 PROJECT PERIODS</b>  Budget Period: 09/01/2021 - 08/31/2022 Program Period: 09/01/2021 - 08/31/2022
<b>7 AUTHORIZED FUNDING</b> Current Approved Budget: \$234,999.86 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$234,999.86	<b>8 REIMBURSEMENT OPTION</b> Federal Cash Advance
<b>9 TIMELINES</b> <ul style="list-style-type: none"> <li>Last date for incurring expenditures and issuing purchase orders: <u>08/31/2022</u></li> <li>Date that all obligations are to be liquidated and final disbursement reports submitted: <u>10/20/2022</u></li> <li>Last date for receipt of proposed budget and program amendments: <u>07/31/2022</u></li> <li>Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400:</li> <li>Date(s) for program reports:</li> <li>Federal Award Date : <u>07/01/2021</u></li> </ul>	
<b>10 DOE CONTACTS</b> <b>Program:</b> Caroline Wood <b>Phone:</b> (850) 245-0380 <b>Email:</b> <a href="mailto:Caroline.Wood@fldoe.org">Caroline.Wood@fldoe.org</a> <b>Grants Management:</b> Unit A (850) 245-0496	<div style="display: flex; justify-content: space-between;"> <div> <b>Comptroller Office</b>  <b>Phone:</b> (850) 245-0401         </div> <div> <b>Duns#:</b> 095553129  <b>FEIN#:</b> F596000847001         </div> </div>
<b>11 TERMS AND SPECIAL CONDITIONS</b> <ul style="list-style-type: none"> <li>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.</li> <li>For federal cash advance projects, expenditures must be recorded in the Florida Grants System (FLAGS) as close as is administratively feasible to when actual disbursements are made for this project. Cash transaction requests must be limited to amounts needed and be timed with the actual, immediate cash requirements to carry out the purpose of the approved project.</li> <li>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.</li> <li>Other:</li> </ul>	
<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="width: 45%;"> <b>12 APPROVED:</b>    <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/>         Authorized Official on behalf of Richard Corcoran          Commissioner of Education       </div> <div style="width: 45%; text-align: center;"> <u>12/7/21</u>          Date of Signing       </div> </div> <div style="text-align: right; margin-top: 20px;">  </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.

# FLORIDA DEPARTMENT OF EDUCATION

## PROJECT APPLICATION

<b>Please return to:</b> FDOE FILESHARE Florida Department of Education Office of Grants Management Room 332 Turlington Building 325 West Gaines Street Tallahassee, Florida 32399-0400 Telephone: (850) 245-0496	<b>A) Program Name:</b>  <h3 style="text-align: center;">UniSIG Strategic Initiatives</h3>  <b>TAPS NUMBER: 22A183</b>	<b>DOE USE ONLY</b>  Date Received								
<b>B) Name and Address of Eligible Applicant:</b> Sarasota County Schools 1960 Landings Blvd. Sarasota, FL 34231		<b>Project Number (DOE Assigned)</b> <b>xxx-2262B-2CS02</b>								
<b>C) Total Funds Requested: \$</b>  <div style="text-align: center; font-size: 1.2em;">234,999.86</div> <hr style="width: 50%; margin: 10px auto;"/> <div style="text-align: center;"> <b>DOE USE ONLY</b>   <b>Total Approved Project:</b>           \$       </div>	<b>D) Applicant Contact &amp; Business Information</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Contact Name: Tara Konrardy</td> <td style="width: 40%;">Telephone Numbers: 941-927-9000 x34641</td> </tr> <tr> <td>Fiscal Contact Name: Mitsi Corcoran</td> <td>941-927-9000 x31300</td> </tr> <tr> <td>Mailing Address: Sarasota County Schools 1960 Landings Blvd Sarasota, FL, 34231</td> <td>E-mail Addresses: <a href="mailto:Tara.konrardy@sarasotacounty-schools.net">Tara.konrardy@sarasotacounty-schools.net</a> <a href="mailto:Mitsi.Corcoran@sarasotacounty-schools.net">Mitsi.Corcoran@sarasotacounty-schools.net</a></td> </tr> <tr> <td>Physical/Facility Address: Sarasota County Schools 1960 Landings Blvd Sarasota, FL, 34231</td> <td>DUNS number: 095553129  FEIN number: F596000847001</td> </tr> </table>		Contact Name: Tara Konrardy	Telephone Numbers: 941-927-9000 x34641	Fiscal Contact Name: Mitsi Corcoran	941-927-9000 x31300	Mailing Address: Sarasota County Schools 1960 Landings Blvd Sarasota, FL, 34231	E-mail Addresses: <a href="mailto:Tara.konrardy@sarasotacounty-schools.net">Tara.konrardy@sarasotacounty-schools.net</a> <a href="mailto:Mitsi.Corcoran@sarasotacounty-schools.net">Mitsi.Corcoran@sarasotacounty-schools.net</a>	Physical/Facility Address: Sarasota County Schools 1960 Landings Blvd Sarasota, FL, 34231	DUNS number: 095553129  FEIN number: F596000847001
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### CERTIFICATION

I, Dr. Brennan Asplen, (*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, Dr. Brennan Asplen

Superintendent

Title

Date



## **UniSIG Strategic Initiatives 2021-22**

**Bureau of School Improvement  
Sarasota**

*Revised 10-21-2021*



## Purpose

The mission of the Bureau of School Improvement (BSI) is to support our most vulnerable students at our most fragile schools through the implementation of sustainable systems through the three pillars of school improvement: 1) transformational leadership, 2) standards-based planning, instruction and learning, and 3) positive culture and environment. We have created high yield evidence-based initiatives that support each of these three areas.

## Directions

Districts shall complete this application to “opt in” to each category of funding and indicate the participating schools within each category.

## UniSIG Strategic Initiatives Categories

Check the box to indicate the categories the district would like opt into for eligible schools. Please note, if a school is indicated as participating in the category, they are opting into all items within the category.

☐ **Transformational Leadership:** Includes the recruitment and retention incentive for both the principal and assistant principal and the performance incentive for a qualified principal.

☒ **Standards-based Planning, Instruction and Learning:** Includes an Early Literacy Coach, additional professional learning time and English Language Arts (ELA) supplemental materials to support the new B.E.S.T. Standards implementation.

☒ **Positive Culture and Environment:** Includes supplemental pay to promote or supplement safety training.

## Transformational Leadership

### Assurance 1: Recruitment and Retention Incentive for Principal- up to \$15,000 per school

☐ The district shall ensure that the principal has a minimum of 3 years' experience as a principal.

☐ The district shall ensure the principal has a successful record in leading a turnaround school and the qualifications to support the student population being served.

☐ The district shall complete a Principal Change Verification Form when there is a proposed principal change at a turnaround school no later than 10 days prior to the proposed principal hire date.

### Assurance 2: Recruitment and Retention Incentive for Assistant Principal- up to \$10,000 per school for one assistant principal

☐ The district shall ensure for the upcoming school year that the assistant principal has a minimum of 3 years' experience as an assistant principal.

☐ The district shall ensure the assistant principal has a successful record in leading a turnaround school and the qualifications to support the student population being served.

### Assurance 3: Performance Incentive for Qualified Principal- up to \$30,000 per school



☐ The district shall ensure that a qualified principal will begin the 2021-22 school year and remain at the school for the entirety of the school year.

☐ The district shall ensure that the recipient of the incentive meets the requirements outlined in Assurance 1.

☐ The district shall pay these funds out after the release of 2022 school grades and will follow the amounts outlined in the RFA.

### **Narrative**

1. Indicate with an X if the schools listed below will be opting into this category.

<b>Indicate if the school will be opting into this category</b>	<b>School</b>	<b>Comments</b>

### **Standards-based Planning, Instruction and Learning**

#### **Assurance 1: Early Literacy Coach (PreK-2)- up to \$100,000 per school**

☒ The district shall ensure that this person will support the PreK-2 adoption of the new B.E.S.T. Standards and provide professional development on the ELA B.E.S.T. Standards implementation to PreK-2 teachers.

☒ The district shall ensure the Early Literacy Coach has a minimum of 3 years' experience as an effective coach.

☒ The district shall ensure the Early Literacy Coach is certified or endorsed in reading.

#### **Assurance 2: Additional Professional Learning Time- up to \$25,000 per school**

☒ The district shall ensure up to \$25,000 to pay supplemental pay (hourly wage or flat rate) for teachers, per school, to attend professional learning on the ELA B.E.S.T. Standards with the Early Literacy Coach or the state.

☒ The district shall ensure up to \$5,000 for ELA supplemental materials to support the adoption of the ELA B.E.S.T. Standards.

#### **Assurance 3: School-based Strategic Initiatives Coach- up to \$100,000 per school**

☒ The district shall ensure that this person will lead the B.E.S.T. Standards implementation, as well as submitting progress monitoring and PMDR data to the state.

☒ The district shall ensure the coach has a minimum of 3 years' experience as an effective coach.

- ☒ The district shall ensure the coach has previous experience at a turnaround school and the qualifications to support the student population being served.

### Narrative

1. Indicate with an X if the schools listed below will be opting into this category.

Indicate if the school will be opting into this category	School	Comments
X	Emma E. Booker Elementary School	Sarasota County Schools will post the positions available through this funding category.

2. Please identify how the schools will use the supplemental pay for professional development of teachers and the breakdown of ELA supplemental materials.

#### Professional Development

BEST Standards Training for PreK – 5 teachers (35), other certified staff (13), and instructional paraprofessionals (9) to occur outside the contract day to include afternoons, evenings, weekends, and summer 2022 (24 hours) through July 31<sup>st</sup>, 2022. Teachers and other certified staff will earn the School Board approved rate of \$16.07 for participation in professional development activities. Classified staff will earn their hourly rate (up to 2.5 hours/week) and/or time and a half for any PD activity over 2.5 hours/week.

#### ELA supplemental materials

High-Quality ELA curriculum will be purchased to supplement the ELA Adoption.

*Benchmark Assessment System (BAS) Kits* (8 kits @ \$425.00 + shipping = \$3,706.00)

The main ELA expectation connected to the new BEST Standards requires students to read within grade level bands. The complexity of the BAS rubric deals with quantitative and qualitative data. The qualitative of text levels is what the BAS will provide to help teachers know the characters of what is means to read at a level M for example independently.

*Complete Comprehension Kit by Jennifer Serravallo* (2 kits @ \$898.00 + shipping = \$1975.60)

This kit provides opportunities for highly specific, differentiated instruction on the most important facets of comprehension. It addresses the component skills related to four reading goals: Plot and Setting, Character, Vocabulary and Figurative Language, and Themes and Ideas. It can be used in a variety of ways because it includes not only a high-quality diagnostic assessment that provides detailed information to a teacher as they plan instruction but also integrated planning support and reading strategies to share with students.

### Positive Culture and Environment



**Assurance 1: School Safety- up to \$5,000 per school**

☒ The district shall ensure up to \$5,000 to promote or supplement safety training.

☒ The district shall highlight with staff and community the recommended resource:

[www.safeschoolsforalex.org](http://www.safeschoolsforalex.org).

**Narrative**

1. Indicate with an X if the schools listed below will be opting into this category.

Indicate if the school will be opting into this category	School	Comments
X	Emma E. Booker Elementary School	Emma E. Booker Elementary did not report incident counts to the FDOE in 2019-2020.

2. Please identify how the schools will use the supplemental pay to promote or supplement safety training.

Emma E. Booker Elementary opts into this category to promote a Positive Culture & Environment. Funds will be utilized for incentives to support the Positive Behavior Intervention and Support (PBIS) system to encourage student engagement as part of school-wide CHAMPS (*a proactive and positive approach to classroom management*) as well as attendance and behavior. Local data from the 2020-2021 school year indicates an increased absentee rate (7.68%) and discipline incident counts (282 incidents/93 unique students).

3. Describe how the district/school will highlight with staff and community the recommended resource of Safe Schools for Alex.

The school will share the recommended resource of Safe Schools for Alex on their school website, newsletters, and meetings to include parents and families, staff, and community stakeholders.

**Budget**

Function	Object	Activity	FTE/ Number	Unit Cost	Total
6400	130	Pay (Salary) for Early Literacy Coach (PreK-2)	1.0		\$80,380.76
6400	210	Retirement			\$8,697.20
6400	220	Social Security			\$4,983.61
6400	220	Medicare			\$1165.52
6400	230	Group Health			\$3,374.97



Function	Object	Activity	FTE/ Number	Unit Cost	Total
6400	234	Café Benefits			\$594.13
6400	240	Workers Comp			\$803.81
6400	130	Pay (Salary) for School-based Strategic Initiatives Coach	1.0		\$80,380.76
6400	210	Retirement			\$8,697.20
6400	220	Social Security			\$4,983.61
6400	220	Medicare			\$1165.52
6400	230	Group Health			\$3,374.97
6400	234	Café Benefits			\$594.13
6400	240	Workers Comp			\$803.81
6400	120	Pay (Stipend) for teachers to participate in professional development activities related to ELA B.E.S.T. Standards at the School Board Approved rate \$16.07 (35 teachers x 24 hours = 840 hours)			\$13,498.80
6400	220	Social Security			\$836.93
6400	220	Medicare			\$195.73
6400	240	Workers Comp			\$134.99
6400	150	Pay for Instructional Paraprofessionals (Classified Staff) to participate in professional development activities related to ELA B.E.S.T. Standards at their hourly rate or time and a half (9 instructional paraprofessionals x ~ \$19.00/hour x 24 hours)			\$4,090
6400	210	Retirement			\$442.51
6400	220	Social Security			\$253.56
6400	220	Medicare			\$59.30
6400	240	Worker Comp			\$40.90
6400	130	Pay for Other Certified Staff to participate in professional development activities related to ELA B.E.S.T. Standards at the School Board Approved rate \$16.07 (13 staff x 24 hours = 312)			\$5,013.84
6400	220	Social Security			\$310.86
6400	220	Medicare			\$72.70
6400	240	Workers Comp			\$50.14
5100	0510	Supplemental instructional materials to support the adoption of the ELA B.E.S.T. Standards: <i>Benchmark Assessment System (BAS) 1 Kits x 4 + Shipping</i>		\$425.00	\$1,512.00
5100	0510	Supplemental instructional materials to support the adoption of the ELA B.E.S.T. Standards: <i>Benchmark Assessment System (BAS) 2 Kits x 4 + Shipping</i>		\$425.00	\$1,512.00
5100	510	Supplemental instructional materials to support the adoption of the ELA B.E.S.T. Standards: <i>Complete</i>		\$898.00	\$1975.60

Function	Object	Activity	FTE/ Number	Unit Cost	Total
		<i>Comprehension Kit (2 kits at \$898.00 + shipping = \$1975.60)</i>			
6100	510	Incentives to support the Positive Behavior Intervention and Support (PBIS) system to encourage student engagement as part of school-wide CHAMPS as well as attendance and behavior.			\$5,000
<b>Total</b>					<b>\$234,999.86</b>

## Acknowledgement

The district verifies the information in this form and confirms that they have collaborated with the school.

<b>Name and title of person responsible for completion and submission of the application</b>
Tara Konrardy, State and Federal Programs and Grants Supervisor
<b>Contact information: email, phone number</b>
941-927-9000 x34061
<b>Date submitted to the Bureau of School Improvement</b>
9/1/2021
<b>Superintendent Signature (or authorized representative)</b>