

# Daytime ESS Service Delivery Request for Waiver

## Narrative

PLEASE TYPE ANSWERS IN GRAY AREAS

\* There should be one school per application.

Collection Date:	
District Name and Code:	<b>Bath County Code 40</b>
School Name and Code:	<b>Bath County High School Code 25</b>
District ESS Coordinator Name:	<b>Kim Biddle</b>
District ESS Coordinator Phone:	<b>606-674-6314 ext. 6606</b>
District ESS Coordinator Address:	<b>314 West Main Street Owingsville, KY 40360</b>
School ESS Coordinator Name:	<b>Melanie Erwin</b>
School ESS Coordinator Phone:	<b>606-674-6325 ext. 4402</b>
School ESS Coordinator Address:	<b>645 Chenault Drive Owingsville, KY 40360</b>

### Assurances and Certification

The undersigned hereby certify that the information in this application is correct and complete. Assurances to the Kentucky Department of Education will be executed as applicable within the district and involved school councils. The Daytime Extended School Services Program will comply with current state law and regulation and the provisions of the application as approved.

I. Rationale:

- A. Provide an explanation and documentation to support the need for a daytime program in addition to the regular ESS program.
- B. Identify students who will be served (description of student population to be served) and content area(s) of need. (This area will expand as you type in it.)

The mission of the intervention programs is to provide students with a positive educational opportunity that will allow them to successfully complete their high school careers thus enabling them to become responsible, productive members of society. The faculty and administration deemed a daytime setting would be the best for the intervention program due to the nature of the students that are typically referred to ESS services. Many students at Bath County High School are either unable or unwilling to participate in a program that meets after school. One barrier to after school participation is the high cost of fuel. BCHS has a population of 74%+ qualifying for Free or Reduced Lunch. The school cannot afford to run ESS buses throughout the county in order to return all students home, and many parents cannot afford to pick-up their students or allow them to drive to school for the same reason. A second barrier to participation is many of our “at-risk students” have other responsibilities after school hours such as part-time jobs, supervising younger siblings, and working on the family farm. The creation of this program will allow these “at-risk” students who have been referred for intervention in the areas of Mathematics and/or Reading the opportunities to gain essential knowledge and skills that they may have not acquired during previous instruction. Hopefully, this intervention will allow these students to become successful in their current courses and in turn encourage this group to continue their education.

Students that have not meet benchmark on any College/Career readiness assessment (PLAN, EXPLORE, ACT,

**KYOTE, ASVAB, AND COMPASS) will be determined to be in need to intervention services. Mathematics and English/Reading have been determined the areas of greatest need after analysis of school ACT scores.**

II. Description:

- A. Provide a comprehensive description of the daytime model that would be implemented including measurable goals and objectives for student performance and a detailed schedule (use check off boxes below and provide narrative information).
- B. Describe methods used to identify students for service in daytime program (use check off boxes below).
- C. Describe how teachers will be selected to provide extended school services.

Model Format **(Select all that apply):**

- |  |  |   |
|--|--|---|
| <input checked="" type="checkbox"/> Collaboration  | <input type="checkbox"/> Elective Class    | <input checked="" type="checkbox"/> Extra instruction after |
| <input type="checkbox"/> Credit Recovery           | <input type="checkbox"/> During Enrichment | <input type="checkbox"/> regular class instruction          |
| <input type="checkbox"/> Independent Practice Time | <input type="checkbox"/> Exploratory       |   |
| <input type="checkbox"/> Other: (Explain) _____    |  |   |

\*\* Note: It is imperative that students are not removed from regular instructional time in order to participate in ESS services. Regular instructional time is not to be interrupted for extra services. Daytime waivers **cannot** be approved if this is not clear in the plan narrative.

Methods to Identify Students **(Select all that apply):**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Grades/Grade Reports | <input checked="" type="checkbox"/> Reading Level      |
| <input checked="" type="checkbox"/> Progress Reports     | <input type="checkbox"/> Placement Exams               |
| <input checked="" type="checkbox"/> Teacher Referral     | <input type="checkbox"/> Parent Request                |
| <input checked="" type="checkbox"/> Assessment Results   | <input checked="" type="checkbox"/> Counselor Referral |
| <input type="checkbox"/> Transcripts                     | <input checked="" type="checkbox"/> Student Request    |
| <input type="checkbox"/> Other: _____                    |  |

Narrative: **(Type plan here- this area will expand as you type)**

**The “key kids” are students that were deemed to need additional assistance to in the areas of Math and English. The ESS Daytime Intervention program is scheduled to begin September 2013 and conclude in April 2014 (at the beginning of state testing). Two certified teacher will be employed (one for reading and one for math) to provide our intervention instruction. Teachers will be selected through normal hiring practices. Intervention teachers will work collaboratively with regular classroom teachers in the target areas to provide services during regular classroom instruction. Students needing additional services will be placed in an intervention class to be offered during our school wide intervention/enrichment period (Study Zone). Intervention instruction will be geared towards assisting students to obtain content knowledge/skills that will allow them to reach benchmark on state approved assessments.**

III. Evaluation

- A. Outline the plan developed to continuously monitor and evaluate the daytime program to ensure that the needs of students experiencing difficulty in one or more content areas are being met. (Attach

Comprehensive District and School Improvement Plan components that include the daytime program or reference website(s) to locate plans.)

Note: Evaluations, which are to be submitted annually by June 30, should provide concrete data, evidence and examples indicating student progress was achieved through implementation of the daytime program to ensure continuation of daytime program. (This area will expand as you type.)

Students will be monitored by multiple means including the following: teacher created assessments, teacher/interventionist observations; student's performance in their English and Mathematics courses, but the most valuable means of evaluation will be conducted by the students' performance on benchmark assessments (ACT, PLAN, COMPASS, ASVAB, KYOTE). All Kentucky schools are faced with the challenge of preparing our students for College and Career Readiness. Once a student meets benchmark in an area to demonstrate readiness the student will be targeted for more extension intervention in an area that they have not achieved that mark. If a student demonstrates readiness by reaching benchmarks in all areas they will no longer need intervention services.

IV. Budget

- A. Provide a detailed budget that includes the daytime model budget and ESS budget by attaching the necessary form. (Use the budget sheet provided and include any necessary explanation.)

DISTRICT:  Bath

ESS Program

ESS Grants FY 20\_13\_\_

Total: \_\_\_\_\_

MUNIS codes	Activity	Budget:
117 0130	Clerks, secretaries, bookkeepers	\$1500.00
117 0112	Central Office ESS Coordinator, (based on a percentage of person's regular salary)	
117 0113	Central Office ESS Coordinator, (based on number of extended hours worked in ESS)	
117 0531	Postage	
117 0580	Administrative Travel	
117 0610	Administrative Supplies	
117 0550	Printing and Publishing	
<i>Above codes limited to 5% of total allocation.</i>		
077 0113	Principal/Asst. Principal, extended time	
118 0113	Certified Supervisors, extended time	
118 0110 D	Certified Teachers base salary, Daytime only	\$10,00.00
118 0113	Certified teachers, extended time	
118 0113 D	Certified teachers, daytime	
059 0113	Librarians, extended time	
031 0113	Guidance, extended time	
118 0113	ESS Building Coordinators, extended time	
118 0120	Substitute teachers, extended time	
118 0120 D*	Substitute teachers, daytime	
077 0130	Secretaries, clerical assistants, extended time	
118 0130	Teachers aides, extended time	
118 0130 D*	Teachers aides, daytime	
118 0140	Classified overtime	
118 0115 (Payment based on standard district policy)	Non-teaching activity, e.g., professional development or staff training	
118 0810	Dues and Registration Fees	
118 0896	Student / Peer Tutors, extended time	
118 0896 D*	Student/Peer Tutors, daytime	\$1,000.00
118 0320	Educational consultant, Non-LEA	
118 0335	Contract services <i>(must identify)</i>	
118 0645	Audio-visual	
118 0646	Tests (must be justified)	
118 0643	Supplementary books	
118 0648	Software	
118 0610	Teaching supplies	\$1000
	<i>Computer hardware, capital outlay, and equipment not approvable expenditures</i>	

	<b>D*</b> Must be fully supported in application for daytime waiver	
118 0580	Instructional travel	
118 0634	Snacks, maximum \$1 per student	
150 0892	Parent Involvement	
118 0670	Awards, incentives,	
118 0894	Field trips, limited to 2% of total allocation including transportation.	
092 0130	Bus Drivers	
092 0510	Contract busing	
092 0510	Public Conveyance	
092 0626	Gasoline @.93 max. per. mile	
092 0627	Diesel fuel, @.93 max. per. mile	
092 0894	Driver / Gasoline, field trips	
087 0130	Custodians	
087 0622	Electricity	
087 0411	Water and Sewage	
087 0610	Custodial supplies	
<i>Total of previous 4 codes limited to 3% of total allocation &amp; for summer only</i>	<i>Pro-rating may be necessary if other programs operate at the same time</i>	
0221	FICA, 6.2%	\$250.00
0222	Medicare, 1.45%	\$125.00
0232	County Retirement, matching	\$625.00
0260	Workman's comp.	
0251	Unemployment Insurance, State	
0253	Unemployment Insurance, KSBA	
	<b>Total ESS Expenditures</b>	\$13,500.00

Quarterly MUNIS Reporting of ESS Expenditures (Grant 120X)

Sequence:

1. Project                12
2. Object                11

Assurances and Certification

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\_\_\_\_\_  
Name of Superintendent

\_\_\_\_\_  
Signature of Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Principal

\_\_\_\_\_  
Signature of Principal

\_\_\_\_\_  
Date

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SBDM Council Signatures  
(SBDM Council from school requesting a waiver must sign)

School \_\_\_\_\_

\_\_\_\_\_  
Teacher

\_\_\_\_\_  
Teacher

\_\_\_\_\_  
Teacher

\_\_\_\_\_  
Parent

\_\_\_\_\_  
Parent

