Systemic Leadership Development Grant

FY24

Systemic Leadership Development Grant Purpose

To provide funding to LEAs with CSI and/or TSI Schools for participation in approved systemic leadership education or executive leadership programs and any related costs

Systemic leadership is **the ability and preparedness to take accountability for the work of the organization and the impact it has on everyone – and everything – involved**. Executive leadership is **the ability of those who manage or direct employees in an organization to influence and guide these individuals**.

Systemic leadership programs such as Arizona's Executive Leadership Program Elevate, University of Virginia's NISL program, Beat the Odds, and Instructional Empowerment are allowable.

Allowable programs would need to have the following components and be approved by the SI Deputy Associate Superintendent, Devon Isherwood:

- Evidence Based 2-year program including systemic change and continuous improvement models
- Multiple Convenings throughout the 2-year period
- LEA and School Team Collaboration
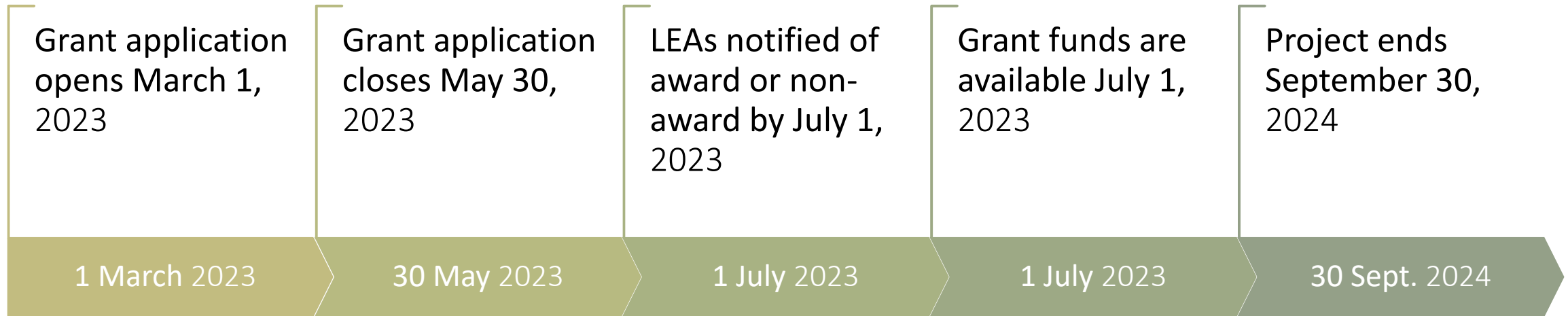- Onsite Mentoring and Coaching

LEAs with schools identified as Comprehensive Support and Improvement Schools (CSI) for low achievement or low graduation rate and/or Targeted Support and Improvement Schools (TSI).

Timeline

Grant application opens March 1, 2023	Grant application closes May 30, 2023	LEAs notified of award or non-award by July 1, 2023	Grant funds are available July 1, 2023	Project ends September 30, 2024
1 March 2023	30 May 2023	1 July 2023	1 July 2023	30 Sept. 2024

- Commitment to make the selected leadership program a top priority
- Completion of the selected program's planning requirements (i.e. 90 day plans)
- Participation of the top LEA leadership (including the Superintendent) and the school leadership team in the systematic program implementation, and monitoring and evaluation required by the selected program
- Attendance and active, positive participation in every convening/training session (Top LEA leadership, Superintendent, and school leadership)
- Planning for sustainability of systematic changes made as a result of the program

Complete All Sections in GME

FFATA and GSA Verification

Be sure to submit your FY24 General Statement of Assurance in GME

Ensure your SAM.gov information is up to date

Provide a short description of your grant funded project

Contact Information

- LEA/Charter Holder Name

- Board President

- Superintendent

- Federal Programs Director

- School Name(s)

- Principal(s)

Grant Assurances in GME

- ☐ Commitment to make ELEVATE leadership program a top priority
- ☐ Participation of the LEA Superintendent/Charter Leader
- ☐ Adherence to all program requirements including:
  - o Completion of program's planning requirements (i.e. implementation plans)
  - o Participation of the top LEA leadership (including Superintendent) in systemic program/process/plan implementation, monitoring and evaluation required by selected program
  - o Participation of the school leadership team in systemic program/process/plan implementation, monitoring and evaluation required by selected program
  - o Top LEA leadership (including Superintendent) and school leadership teams attendance and active, positive participation in every convening/training/meeting School leadership (principal and other appropriate personnel) regularly conduct short cycle observation and feedback classroom visits in addition to evaluation observation
  - o Effective organization of time for weekly structured professional learning communities (PLCs)
  - o LEA leadership (including Superintendent) regularly conduct site visits to focus on successful planning and implementation of program plans (i.e. 90-day plans) and/or Integrated Action Plan
  - o Planning for sustainability of systematic changes made as a result of the program
- ☐ Submission of timely reimbursement requests
- ☐ Submission of summary reports as requested by ADE

Program Detail Questions

1. What leadership development program does the LEA want to attend?

2. List the schools that will participate.

3. What are the short-term and long-term goals of the program? You will add the program's brochure or other official documents in related documents. (N/A if second year of attendance)

4. Why was this program selected? (N/A if second year of attendance)

5. What is the length of the program? (N/A if second year of attendance)

6. What is the registration cost?

7. Are there related costs other than registration?

8. List three critical learnings and actions taken as a result of program attendance. (N/A if first year of program)

9. List 2-3 goals you plan on achieving by your continued attendance in the program. (N/A if first year of program)

Required Related Documents

◦ Signature Page
◦ Selected Leadership Program application/information
  • Official program description or brochure including benefits, details of program long-term and short-term goals, program elements, participant eligibility, participation dates, length of program, program research base, etc.
  • Funding release form **(if applying for ELEVATE)**

Signature Page - Signatures below denote commitment to implementation, monitoring, and evaluation of strategies and action steps outlined in the IAP and the program requirements.

Charter Holder	Date

Signature

Board President	Date

Signature

Superintendent	Date

Signature

Release of Funds Document:

Systemic Leadership Grants for ELEVATE

Approval to Use 1003(a) Funds

_____ LEA approves the use of 1003(a) funds by the

Arizona Department of Education to directly provide the ELEVATE, Executive Leadership Program, including all costs for convenings/conferences; including conference location, food, speakers, and all materials to improve student achievement, instruction, and schools.

_____

_____
Superintendent Printed Name

_____
Superintendent's Signature

_____
Date

Optional Related Documents

◦ Evidence-Based Summary Form
(if applying for a program *other than* ELEVATE)

Allowable Expenditures

- Cost of approved program
- Related travel costs
- Substitute teacher costs
- Cost of any required program coach or mentor

*Additional related costs must be reviewed by ADE.

Proposed Budget In GME

Proposed expenditures have adequate narrative details; are in correct function and object codes; math is correct; line items match narrative totals

6100 Salaries

Function Code 1000 (direct contact with students)
Board adopted hourly rate

Detail needed: # of staff x # of hours x hourly rate = total
What is the pay for? (example: after school tutoring, substitutes)
Position (example: reading interventionist)
Job description required for positions
Tutoring plan required for tutoring programs

Function Code 2100, 2200, 2600, 2700 (staff)
Board adopted hourly rate

Detail needed: # of staff x # of hours x hourly rate = total
What is the pay for? (example: off contract committee work to research math curriculum)
Position (example: data coach)
Job description required for positions
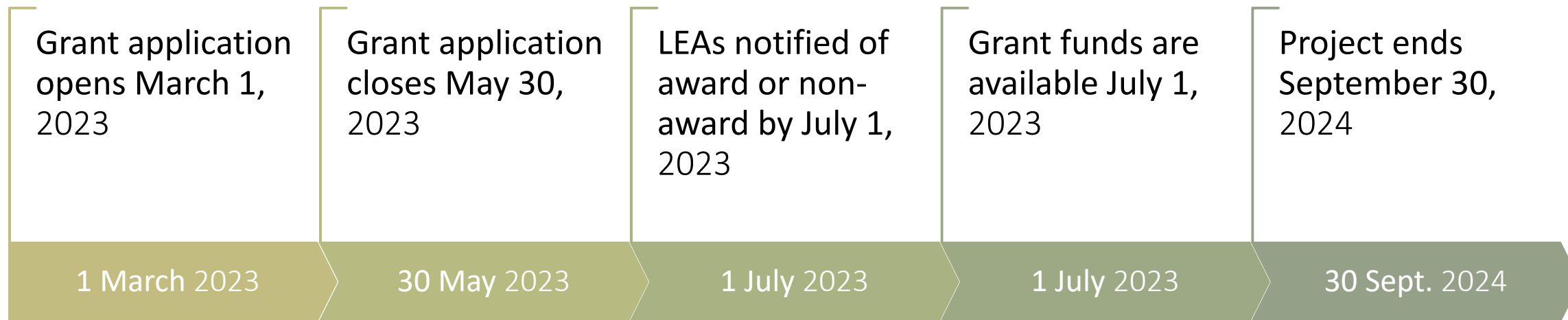
6300 Purchased Professional Services

Function code 2100, 2200, 2600, 2700 (staff)
TBD based on provider services or conference fees

Educational Service Provider (external provider)
    Detail needed: Who? What? When? For whom?
    How much? # of days x daily rate =
    Scope of work with deliverables required for external providers/consultants
Professional Learning Activities
    Detail needed: Who? What? When? For whom?
    How much? # of days x daily rate =
Conference registration
    Detail needed: Conference name, location? length? Who is attending?
    Registration cost x # of staff =

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Timeline

For more information and resources regarding
School Improvement, please visit:
http://www.azed.gov/Improvement

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