

# 2012-13

## 21<sup>st</sup> Century Community Learning Center (CCLC) Opportunity Initiative in Science, Technology, Engineering & Math (STEM), English Learner (EL) & Sustainability

This packet includes:

- Part One : Application Information/Instructions
- Part Two : Cover Page & Grant Application Form
- Part Three : General District Assurances Form
- Part Four : Budget Worksheet
- Part Five : Budget Narrative



**Year #4 Grantee Application**  
**Due Date: On or before 4:00 p.m. — January 18, 2013**

**Funds awarded upon application approval or Jan 1 – June 30, 2013**

Oregon Department of Education  
Office of Educational Improvement and Innovation  
255 Capitol Street NE  
Salem, OR 97310-0203

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## 21<sup>st</sup> CCLC 2012-13 Opportunity Initiative Timeline and Important Dates

<b>Completion Dates</b>	<b>Activities</b>
November 2, 2012	Request for Proposals (RFP) made available & disseminated
January 18, 2013	Applications due to ODE on or before 4:00 PM PST 1/18/2013. Funds awarded upon application approval.
January 21, 2013- February 1, 2013	Applications reviewed with possible amendments required prior to funding.
June 30, 2013	Ending Date for '12-'13 Opportunity Initiative grant activities
August 14, 2013	Final Date for submission of claims

## 21<sup>st</sup> CCLC 2012-13 Opportunity Year #4 Initiative Application PART TWO: Cover Page & Grant Application Form

School District: Sheridan School District 48J

Superintendent of School District: A.J. Grauer

County: Yamhill

Fiscal Agent: (School District)	Contact Name: DeAnn O'Neil
Address: 435 S. Bridge St. Sheridan, OR. 97378	
Phone: 503-843-2433	E-mail: deann.oneil@sheridan.k12.or.us
Fax: 503-843-3505	

Project Director: A.J. Gruer (School District)		
Mailing Address: 435 S. Bridge St. Sheridan, Or. 97378		
City: Sheridan	State: Oregon	Zip 97378
Phone: 503-843-2433	Fax 503-843-3505	E-mail: aj.grauer@sheridan.k12.or.us

Names of Participating Schools	Grade Levels
01   Faulconer Chapman School	K <input checked="" type="checkbox"/> 1 <sup>st</sup> <input checked="" type="checkbox"/> 2 <sup>nd</sup> <input checked="" type="checkbox"/> 3 <sup>rd</sup> <input checked="" type="checkbox"/> 4 <sup>th</sup> <input checked="" type="checkbox"/> 5 <sup>th</sup> <input checked="" type="checkbox"/> 6 <sup>th</sup> <input checked="" type="checkbox"/> 7 <sup>th</sup> <input checked="" type="checkbox"/> 8 <sup>th</sup> <input checked="" type="checkbox"/>
02   Sheridan High School 9-12	K <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup> <input type="checkbox"/> 4 <sup>th</sup> <input type="checkbox"/> 5 <sup>th</sup> <input type="checkbox"/> 6 <sup>th</sup> <input type="checkbox"/> 7 <sup>th</sup> <input type="checkbox"/> 8 <sup>th</sup> <input type="checkbox"/>
03	K <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup> <input type="checkbox"/> 4 <sup>th</sup> <input type="checkbox"/> 5 <sup>th</sup> <input type="checkbox"/> 6 <sup>th</sup> <input type="checkbox"/> 7 <sup>th</sup> <input type="checkbox"/> 8 <sup>th</sup> <input type="checkbox"/>
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2012-13 21<sup>st</sup> CCLC

**Year #4 Opportunity Initiative Grant Application Form**

Please insert your application narrative and rationale in the appropriate section(s) below:

Enter text in narrative section. Narrative cells will expand as needed.

**YEAR #4 --- STEM: DESCRIPTION OF STEM EDUCATION NEEDS & GOALS**

**YEAR #4 --- ENGLISH LEARNER PROGRAM & PROFESSIONAL DEVELOPMENT ACTIVITIES**

**Year #4 --- SUSTAINABILITY IMPROVEMENT GOAL(S)**

1. **(Sustainability)** Describe the current Sustainability efforts, gaps and needs of your program and the status of your efforts to date.

In coordination with key program representatives, community partners and supporters, propose in writing how the Opportunity Initiative Funds will help the 21<sup>st</sup> CCLC program services toward Sustainability.

Sheridan School District has participated in several sustainability efforts the first by collaborating with Oregon ASK VISTA for 2011-2012 and again the 2012-2013 school year. We have successfully formed a foundation to support the afterschool program and have conducted two successful fundraisers.

During the 2011-2012 Oregon ASK sustainability project we identified two main goals:

Goal 1: establish a community support system that includes school personnel, community organizations, business leaders, and local residents. This support system will be integral to drafting a strategic financial plan to sustain 21<sup>st</sup> CCLC afterschool programs past the initial grant.

Goal 2: establish a string community outreach and engagement strategy that communicates the benefits of afterschool programs and persuades community leaders and entities to provide in-kind and/or financial support to sustain and expand access to afterschool programs to low income students. The VISTA and LST will identify potential community partners. Partner information will be documented in a database and utilized throughout the year to establish a community outreach strategy. In addition, the VISTA will work with 21<sup>st</sup> CCLC programs and school on apparent engagement strategy so that parents are positioned to be full partners in the sustainability discussions.

We completed the following phases with Oregon Ask:

Phase 1: Creating the work plan during the 2011-2012 school year

- Completed the self-assessment tool
- Created a Logic Model
- Strategic Financing
- Broad-Based Community Support
- Crafting the work plan

Our work for 2012-2013 school year with Oregon Ask:

Phase 2: Implementing the work plan

- Review the Work Plan and Work timeline
- Formed a foundation
- Create a professional website
- Pursue additional Grants
- Fundraisers
- Build Community Support
  - Create a portfolio/presentation to supports
- Build and expand members

The gaps and needs of our sustainability plan include; a small community business pool to draw from, we struggle with parent involvement and the loss of Site Coordinator and our grant writer.

The statuses of our efforts are positive due to the assistance from OregonASK and the foundation, but also lagging behind due to staff changes and business closing and our fundraisers for 2011-2012 totaled \$8,000. We need to gain more experience or expertise to develop the big fundraisers and the portfolio to meet with the business we have.

The Opportunity Initiative Funds will help the 21<sup>st</sup> CCLC program sustaining staff. We need to continue to develop individuals to assume program roles and leadership roles in our afterschool programs. This is a critical part of our sustainability tasks and growth of our instructional programs. The sustainability and experience of our afterschool staff is important and directly reflects the quality of instruction and student management. In order to maintain the quality of instruction and student management we need to continue to develop the leadership skills of our staff and grow our leadership from within. We need to expand our opportunities to connect with students, teachers and parents through various media opportunities. In addition we need to expand the creation and updating of published information to connect with parents and business to promote our sustainability plan. In addition we need to train or find an individual who would be responsible for grant writing and coordinating fundraiser efforts with the Sheridan Education Foundation.

The Sheridan Afterschool program continues to be a very important part of the education of our students. Our community is very supportive, but with 75% free and reduced it is a burden for our parents to help financially.

**IF PROPOSING MORE THAN ONE CATEGORY – DESCRIBE STRATEGIES FOR COORDINATING & COMBINING INITIATIVES AND OPPORTUNITY STRATEGIES EFFECTIVELY**

1. Describe the proposed methods for coordinating the efforts described in the foregoing development plan for maximum positive benefit and ensuring funds will be expended within the timeline required.

**21<sup>st</sup> CCLC 2012-13 Opportunity Initiative Application**  
**PART THREE:**  
**Year #4 General District Assurances to the**  
**Oregon Department of Education**

**Read and initial each statement below regarding district and school responsibilities for assisting schools identified for participation in the 21<sup>st</sup> CCLC Opportunity Initiative.**

1. X Grantee shall use the funding to provide Afterschool STEM, EL instruction, program Sustainability opportunities as approved by ODE. If the proposal includes professional development, aligning with the regular school day and integrating the approved 21<sup>st</sup> CCLC afterschool program with Opportunity Initiative categories will be observable and measurable when the program is monitored during the 2012-13 school year.
  
2. X Grantee shall use grant funds to pay only for areas described in the agency's/district's approved application and shall not initiate a new set of program plans or initiate new activities at sites not already funded by the current 21<sup>st</sup> CCLC grant.
  
3. X Grantee shall adhere to the Oregon Department of Education reporting and evaluation requirements including submission of qualitative and quantifiable data on the areas and goals outlined in the grant.
  
4. X Grantee shall ensure those schools participating in this grant shall receive the proposed resources, benefits, training, support, mentoring, networking and other best practices proposed in this application.
  
5. X The applicant assures and certifies compliance with all regulations, policies, guidelines and requirements as they relate to the acceptance and use of federal funds for this federally funded program.

**School District:** Sheridan School District 48J

**Address:** 435 S. Bridge St.

**County:** Yamhill

**Superintendent's Name:** A.J. Grauer

**Superintendent's Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_

**Grant Coordinator's Name:** A.J. Grauer

**Grant Coordinator's Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_

**21<sup>st</sup> CCLC 2012-13 Opportunity Initiative Application  
PART FOUR: Year #4 Budget Worksheet**

**Applicant:** Sheridan School District

**Site(s):** FCS, SHS

		Instructional Activities 1270	Instructional Staff Development 2240	Planning, Eval. & Stats Services 2620	Total by Object
Object	Description				
111	Licensed Salaries				
112	Classified Salaries				
12X	Substitute Salaries				
130	Additional Salaries	19,692.50			<b>19,692.50</b>
2XX	Benefits	5,000			<b>5,000</b>
224X	Instructional Staff Development				
300	Purchased Services				
31X	Instructional, Professional & Technical Services				
33X	Student Transportation Services				
34X	Travel				
4XX	Supplies & Materials				
690	Administrative Costs @ <u>1.23</u> % (Not to exceed 5%)	307.50			<b>307.50</b>
<b>Total by Function</b>		<b>25,000</b>			<b>25,000</b>

**2240 Instructional Staff Development:**

Activities specifically designed for instructional staff (including instructional assistants) to assist in preparing and implementing new instructional materials, understanding and implementing best practices, and any other activity designed to improve teacher & student performance.

**31X Instructional, Professional & Technical Services:**

Instructional Programs Improvement Services: Services performed by qualified person to assist teachers and supervisors in enhancing and improving the quality of instructional practices and implementation of new instructional materials. This category includes STEM curriculum consultants, ELD specialists, professional development specialists, etc., not on the payroll.

**21<sup>st</sup> CCLC 2012-13 Opportunity Initiative:  
Year #4 Application PART FIVE: Budget Narrative**

The budget narrative should align with the proposed project outcomes and activities. The narrative should provide clear description of the budget worksheet items by describing how the amounts in the worksheet were determined. Itemize major single expenses and link them to specific activities. Matching funds are optional, but should be included if they are committed at the time the application is submitted and are essential to understanding the full implementation of the project.

Enter text in narrative section. Narrative cells will expand as needed.

Description	Narrative
<b>111 Licensed Salaries</b>	
<b>112 Classified Salaries</b>	
<b>12X Substitute Salaries</b>	
<b>130 Additional Salaries</b>	Faulconer Chapman School program supports students before and after school. The before school program offers homework help, reading corner, enrichment activities, reading and math interventions. The after school program provides homework help, math, reading and science sessions and various enrichment activities; chess club, art, music stem activities, computers and recreation. The additional \$19,692.50 would be applied toward sustaining staff and stipend staff in leadership roles for 2013-14.
<b>2XX Benefits</b>	The addition of \$5,000 will meet the benefit obligations of the additional salaries.
<b>224X Instructional Staff Development</b>	
<b>300 Purchased Services</b>	
<b>31X Instructional, Professional &amp; Technical Services</b>	
<b>33X Student Transportation Services</b>	
<b>34X Travel</b>	
<b>4XX Supplies &amp; Materials</b>	
<b>690 Indirect Costs @ <u>  1.23  </u> % (Not to exceed current approved ODE rate)</b>	Administrative costs using the current ODE rate.



**21<sup>st</sup> CCLC 2012-13 Opportunity Initiative Application**  
**Year #4 Submission Instructions**

Mail signed original of the completed grant application to the Oregon Department of Education. It must be postmarked on or before January 18, 2013.

**AND**

E-mail application document in MS Word format no later than 4:00 pm on January 18, 2013.

**Please indicate “21<sup>st</sup> CCLC 2012-13 Opportunity Initiative” and include the name of your agency/school district & Grant Year# on fax or email copy.**

Address your application packets to:  
Oregon Department of Education  
Attention: Donna Newbeck  
255 Capitol Street NE Salem, OR 97310  
[donna.newbeck@state.or.us](mailto:donna.newbeck@state.or.us)

Fax Number: 503-378-5156

If you do not receive a confirmation for receipt of documents, contact Donna Newbeck.

If you have any questions, please contact Pete Ready at 503-947-5785.

**ELECTRONIC Grant Application must be RECEIVED  
NO LATER THAN 4:00 pm, January 18, 2013**

**Signed original hard copy must be POSTMARKED on or before January 18, 2013**