

# Proposal

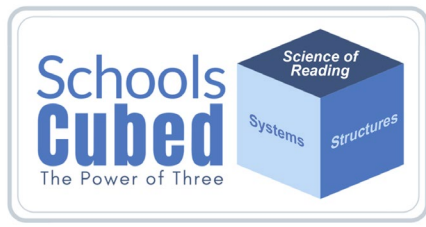
## Literacy Implementation Coaching

### Browning School District

for Rebecca Rappold  
Curriculum and Instruction Director  
Browning School District, Montana

By Pati Montgomery  
Chief Educational Officer  
Schools Cubed LLC  
[www.schoolscubed.com](http://www.schoolscubed.com)

***Exponentially improving outcomes for schools!***



Ms. Rappold,

Thank you for allowing Schools Cubed to present this proposal to work with your district to improve literacy outcomes for students at Browning Elementary School. We are excited at the prospect of working closely with your staff to increase the knowledge of the instructional leaders and teachers regarding literacy instruction and to develop systems and structures that will enhance teacher and student performance alike.

## Overview

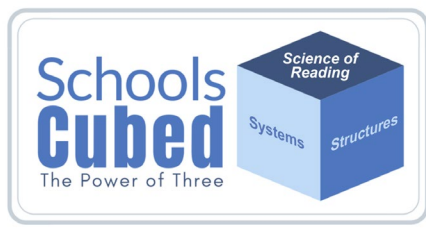
Using the findings from the audit we conducted this spring; we will help you to develop a job-embedded model for principal/school leadership development to support transformation of literacy outcomes. Schools Cubed will be your comprehensive support to address findings from the audit.

You have asked us to prepare a proposal to work with your leadership team and teachers at your school to improve literacy outcomes for your students. Below are highlights of services we have found to be effective, and would recommend for our partnership with your school:

- Providing job-embedded professional development to school leaders and teachers on research-based components of literacy instruction through on-site visits.
- Mobilization and implementation of appropriate systems and structures for increased literacy outcomes through on-site and virtual visits that would include enhanced outcomes for students in the lowest tier of instruction.
- Techniques for providing effective teacher feedback on literacy instruction and interventions.
- Lesson planning tools to guide teachers in effectively planning for instruction, and to support coaching through classroom and intervention observations.
- Monthly principal/school leadership coaching and classroom observation via web-based interactive conversations with your designated Schools Cubed Consultant when not on site.
- Monthly SIPPS observations and intervention coaching via web-based interactive conversations with your designated Schools Cubed Consultant when not on site.
- Ensuring a comprehensive assessment system is in place to monitor the success of all students.

At Schools Cubed, we specialize in providing these kinds of services to rural school districts. We regularly work with principals, teachers and other school leaders to improve literacy outcomes and are proud of our past success. Our many references can speak for us as well.

In this proposal, we will tell you more about the tools and services we can provide and the pricing we would charge to provide these services.



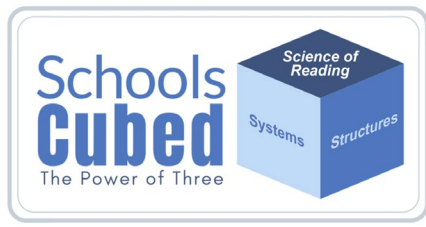
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### Suggested Plan for Browning Elementary School

We believe a combination of routine and periodic school visits combined with monthly planning and coaching sessions are the best methods to help the school progress in as rapid a fashion as possible. Our experience with rural schools indicates that a mix of in-person and web-based meetings can be just as effective and can be achieved at a lower cost.

We would recommend the following suggested schedule but would like to work with you to ensure this schedule is convenient:

- **October (on-site):** First two-day visit with leadership plus a three-day visit focusing on interventions. This two-day leadership visit focuses on beginning of the year literacy benchmark outcomes are analyzed (if available). The school is left with goals for the year and action steps to working toward these goals for the next visit. This three-day intervention visit focus would be to ensure the following:
  - Fidelity to the program
  - Appropriate placement of students
  - Implementation of Schools Cubed SIPPS progress monitoring system
  - Ensuring school wide master calendar provides adequate time for intervention
  - SIPPS Coaching
- **November** virtual coaching with leadership consultant and intervention consultant and a touch base to work through any possible implementation issues and problem solving.
- **December** virtual coaching with leadership consultant and intervention consultant and a touch base to work through any possible implementation issues and problem solving.
- **January:** virtual coaching with leadership consultant and intervention consultant and a touch base to work through any possible implementation issues and problem solving.
- **February:** virtual coaching with leadership consultant and intervention consultant and a touch base to work through any possible implementation issues and problem solving.
- **March:** virtual coaching with leadership consultant and intervention consultant and a touch base to work through any possible implementation issues and problem solving.
- **April:** virtual coaching with leadership consultant and intervention consultant and a touch base to work through any possible implementation issues and problem solving.
- **May/June (on-site):** Option for 2 day in-person visit. The last visit of the school year is based on the literacy outcomes of the school, as measured by the benchmark assessment. This visit measures growth by both students and teachers. Through the use of a Schools Cubed protocol, the effectiveness of grade-level instruction will be analyzed and next steps for the following school year



will be addressed. During this last onsite, we will analyze end-of-year data, schedule interventions for the following year.

## Costs Year 1

Topic/Component	Cost (Note: \$3,250 is inclusive of travel costs)
2, Two-day in person visit with leadership coaching (BOY and EOY)	\$3,250 per day = \$13,000
BOY three-day in person visit with intervention coaching and EOY two-day in person visit with intervention coaching	\$3,250 per day = \$16,250
Six, Full day virtual visits with leadership coaching	\$2,350 per day = \$14,100
Six, Full day virtual visits with intervention coaching	\$2,350 per day = \$14,100
<b>Total</b>	<b>\$57,450</b>

## Conclusion

Thank you for allowing us to present this proposal. We are excited about the opportunity to work with you and your instructional leaders and are confident that we can help you reach your literacy goals.

Pati Montgomery  
Chief Educational Officer  
Schools Cubed, LLC  
Arvada Colorado