



November 26, 2014

Homer Central School District
P.O.Box 500
80 South West Avenue
Homer, New York 13077

Attn: Nancy S. Ruscio

RE: Request for Proposal (RFP) – **Common Core Institute with Common Core Institute Fellowship #SA-18**

Award Amount: \$ 75,816 Time Period: January 1, 2015 – June 30, 2015

Award Amount: \$ 73,827 Time Period: January 1, 2015 – June 30, 2015

Dear Sir or Madam:

After reviewing your proposals responding to the above referenced RFP, the New York State Education Department (NYSED) is pleased to inform you it has tentatively awarded your organization two grants in the amounts of \$ 75,816 and 73,827. There are several steps remaining prior to final approval, and we would like to summarize them as follows:

NYSED is required to obtain the approval of the procurement record for the RFP from the Office of the State Comptroller. Once NYSED has obtained approval, you will receive a final approval notice from our Grants Finance Unit. *No work should be initiated until you receive final notice of approval of your awards. All grants, regardless of type or dollar amount, are subject to further review, monitoring, and audit to ensure compliance. NYSED has the right to recoup funds if the approved activities are not performed and/or the funds are expended inappropriately.*

The grant approval process also requires the review and approval of your proposed participation level for meeting Minority and Women-Owned Business Enterprise (M/WBE) requirements as outlined in the RFP. If you are contacted by NYSED with any questions about your agency's M/WBE plan or documentation, please be sure to respond promptly in order to avoid or minimize delay in finalizing your awards.

The grants resulting from these awards will require that grantees accept electronic payments for amounts due on the grants. Additional information and authorization forms are available at the State Comptroller's website at www.osc.state.ny.us/epay/index.htm.

I am the NYSED Program Manager who will be in contact with you during this process. I can be reached at (518) 474-5915 or Vicki.Jones@nysed.gov. I look forward to working with you on this project.

Sincerely,


Vicki Jones

C: Linda Llewellyn

Common Core Institute with Sponsored Common Core Fellows Competitive Grant Awarded to Homer Central School District

Award Amount: The State Education Department has notified us that Homer has been tentatively awarded a \$149,643 grant.

This purpose of this grant is to give school districts, BOCES and charter schools from across the state, resources to allow the organization to serve as a Common Core Institute (CCI) and sponsor selected educators as Common Core Institute Fellows to support professional development and capacity-building. Fellows will work to enhance the optional and supplemental curricular modules for ELA and math currently posted on EngageNY.

A Common Core Institute (CCI) is a school district, BOCES, or charter school that will be recognized statewide as a site that is committed to implementing the Common Core to the fullest extent. CCIs across the state will sponsor Common Core Institute Fellows and will share resources, successes and areas for improvement that can meet the needs of all educators and students in rising to the challenge of higher standards.

Background: Over the past two years, NYSED has worked with curriculum vendors to create optional and supplemental Common Core curriculum materials. NYS educators played a critical role serving as reviewers in the development of these materials. As the curriculum resources have been made available for use in classrooms, NYSED has collected feedback on the strengths of the modules and areas in need of additional enhancements. This grant aims to secure, through release time from their school district, the additional participation of highly qualified NYS educators to revise and enhance currently available curricular materials posted on EngageNY.org, resulting in upgrades, enhancements, supplements, and additional materials to be released over time.

Two Homer educators will participate full-time in this work and remain based in our district with the capacity for online and teleconference collaboration and occasional travel to Albany and other regional locations.

Scope of the Work: Homer and other awardees will be recognized statewide as Common Core Institutes (CCI) that will serve as sites that are committed to implementing the Common Core Learning Standards (CCLS) to the fullest extent. The CCIs will each sponsor a Common Core Fellow in the continued enhancement of New York's Common Core optional and supplemental curricular materials and build capacity by providing professional development to colleagues to deepen their understanding and implementation of the CCLS. CCIs across the state will share resources, successes and areas for improvement that can meet the needs of all educators and students in rising to the challenge of these higher standards.

Each award will support the cost to release one full-time Common Core Institute Fellow for the grant period (including salary and benefits of the Common Core Institute Fellow), partial salary and benefits of identified Supervisor (not to exceed 10% of full-time employee or equivalent), allowable administrative overhead, supplies, and travel. The Common Core Institute Fellow will participate in the process of reviewing and enhancing curricular materials and providing Common Core aligned capacity building and professional development.

Details regarding the award: Homer submitted separate, individual applications for its pair of Common Core Institute Fellow candidates. Both of Homer's candidate Fellows were selected, one for ELA and one for math. Additionally, Stephanie Falls will supervise the fellows.

Fellows were selected as a result of a rigorous process. Each teacher created and submitted a technical proposal and, based on their scores, both were invited to advance to the next step, which was a phone interview. The interview questions expanded on evidence provided in the technical proposal and focused on expertise in curriculum design, writing of Common Core aligned instruction, and factors that affect student achievement results.

The teachers will train with NYSED for four days in order to prepare for the curriculum enhancement work. They will partner with other Fellows in their same content area and grade level to work on enhancements and will participate in peer reviews prior to NYSED review. Fellows are committed to providing at least three professional development opportunities to colleagues, and three opportunities to families and community members.

Timeline: The project period is from January 2015 through June 30, 2014.