

**2017-18 Elementary Innovation Request for Investment (RFI) Phase I
Intent to Apply Information Session Questions and Responses**

#	Question	Response	Date Posted
1	How many schools will be chosen to move on to Phase II and how many will be approved for funding in 2017-18?	Four schools will be selected to move onto Phase II of the RFI process, all four of those schools may receive funding in 2017-18 so long as eligibility is maintained and their submitted RFI is approved.	4/13/16
2	How many schools do you expect to apply?	Twelve (12) schools are currently eligible to apply. Our experience in previous cycles had been that 50-75% of eligible schools typically apply.	4/13/16
3	If we lose Title One status, are we still eligible?	<p>To maintain eligibility schools must meet one of the following criteria during Phase I of the RFI process:</p> <ul style="list-style-type: none"> • A school receives Title I • A school has an overall Segmentation Level of Level 1 or Level 2 based on the 2014 SPS Segmentation Report • A school has an overall 2014 Segmentation Level of Level 3 but its Absolute Score is below 60 • A new school that has a free and reduced-price lunch population and/or an English Language Learners' population above the district averages <p>If a school's eligibility status changes after Phase I, DEEL will work on a case by case basis with affected schools. Possible outcomes might be ineligibility for any future Levy funds or eligibility for partial funding to serve Levy focus students and further the Levy's gap closing investment goals.</p>	4/13/16
4	If we are accepted to move onto phase 2, could the school participate in Levy sponsored professional development going into next year?	Yes – schools progressing into Phase II will be invited to attend ongoing Levy sponsored professional development throughout their RFI development year.	4/13/16

5	<p>What is the Professional Development (PD) that is offered?</p>	<p>Throughout the year, DEEL offers different professional development strands to serve the needs of Levy funded schools. At times, professional development is focused on strengthening core instruction. An example of that would be our partnership with the University of Washington to provide content PD (DMI and Close Reading/ELA). Other opportunities include professional development focused on intervention strategies and instruction. An example of that would be the Tools of the Trade mini-conference. Additional professional development opportunities include tailored Professional Learning Communities (PLCs) for Literacy and Math Interventionists, Assistant Principals and Principals, and Family and Student support providers.</p>	4/13/16
6	<p>What are some of the things that Levy funding can support?</p>	<p>It is important to keep in mind that the Levy must be additive to what district and state funding support. Schools draft their RFI and propose how they'd like to invest their Levy funds depending on the unique circumstances of their students and their school and should consider the four areas of concentration and four key components referenced on page 21 of the Intent to Apply application. A few examples of how schools might choose to use Levy funds would be to support Academic Interventionists, Instructional Assistants, partnerships with Community Based Organizations (CBOs), and logistics for extended day learning.</p>	4/13/16
7	<p>What is the difference between Base and Performance Pay?</p>	<p>Schools receive 75% of the total possible award as Base Pay. Base Pay is used to develop a school year budget for Levy funds. Schools have the opportunity to earn an additional 25% of the award as Performance Pay. Performance Pay is earned based on achievement of agreed upon outcomes and indicators set during the RFI process and reevaluated each year of funding. It is possible to earn the full Performance Pay</p>	4/13/16

		amount or a lesser percentage of that amount based on outcome and indicator achievement. Performance Pay is flexible source of funds and can be used at the school's discretion.	
8	Where does the money go that doesn't get earned?	Unspent Base Pay and unearned Performance Pay are reinvested into other endeavors that further the goals of the Levy. For example, in the past funds have been used to support a team of school staff attending a state conference to further their professional practice.	4/13/16
9	How are the current schools doing on performance pay?	Results vary by performance measure and by school. To share a recent example, all Levy schools earned at least 90% of their Performance Pay for their 2015-16 Semester 1 performance measures.	4/13/16
10	How many performance measures are there?	Performance measures are categorized as either an outcome or an indicator. Schools must select a minimum of five (5) performance measures, two (2) of which must be outcomes.	4/13/16
11	Does the District provide FSW and nurses?	Schools receiving Elementary Innovation funds can use their grant to purchase a Family Support Worker. An FSW will not be allocated to you centrally once the award has been made. The District is responsible for providing nursing services to elementary schools. Elementary Innovation funds cannot be used to fund school nurses.	4/13/16
12	Counselors are different than Social Workers – does the levy fund Social Workers?	Levy Base Pay cannot be used to fund counseling positions. Some schools have elected to use Levy Base Pay to fund Social Workers in the past.	4/13/16

13	When you meet your performance measures, do you set new goals?	Performance measures are reevaluated each year a school receives Levy funding. Based on past performance, performance measure targets will be adjusted to further the Levy's gap closing goals.	4/13/16
14	Levy coordinator – is that part of the base pay funds?	Yes, Base Pay can be used to fund a Levy Coordinator position.	4/13/16
15	What is the average award of the performance pay?	Elementary Innovation grant awards vary slightly with each school year to account for inflation and indirect costs. For the 2017-18 school year Elementary Innovation schools may be awarded up to approximately \$334,000, 25% of that amount can be earned as Performance Pay.	4/13/16
16	If you set a performance measure based on an assessment that goes away, like MAP, what do you do then?	DEEL works in partnership with SPS to align assessment efforts and minimize change. However, if a change occurs DEEL will partner with affected schools to consider historical trends, evaluate implementation plans and reset performance measures/targets if necessary.	4/13/16
17	Can we purchase IAs with base pay?	Yes, Levy Base Pay can be used to fund Instructional Assistant (IA) positions.	4/13/16
18	When is the notification timeline regarding Phase 1?	Schools will be notified by June 17, 2016.	4/22/16
19	Regarding development of levy team: Would it be possible to have it include instructional assistants and ELL teachers?	Yes, the membership of the Levy team is uniquely determined by each school. Some examples of key team members are the principal, assistant principal, administrator, designated Levy coordinator, and key CBO's. Schools often have member(s) responsible for the academic components, either reading and/or math, as well as member(s) responsible for family support and engagement. The size of the Levy team is	4/22/16

		also determined at the school level, a team could be approximately 5-10 people.	
20	Is there flexibility in changing Levy team membership over time?	Yes, consistency can be an important factor however roles and personnel can change over time and schools are able respond to those changes as needed.	4/22/16
21	Are the workshops during school days?	For the four school selected to move on, the technical assistance workshops that are a part of Phase II will be scheduled outside of school hours.	4/22/16
22	What is due in May?	The Intent to Apply application is due by 4:30pm on May 13, 2016. This includes the seven attachments that make up the application. Please reference p.5 of the RFI Intent to Apply application for a list of what constitutes a complete submission.	4/22/16
23	Who should be listed as CBO partners? What if the partnership has not yet been finalized?	Attachment 7 asks applicants to identify the community-based organizations (CBOs) that will be a part of Phase II should the school be selected to progress. The school's existing CBO partners should be listed as well as any CBOs they are currently working to develop a partnership with. Note that individuals and organizations must be approved through the Levy's RFQ process to contract with schools for amounts exceeding \$5,000 per school year. Applicants are strongly encouraged to visit DEEL's website (http://www.seattle.gov/education/about-us/community-partners) to view a list of approved providers.	4/22/16
24	Can you clarify the eligibility requirements?	Please see p.2 of the RFI Intent to Apply application for eligibility information. To maintain eligibility schools must meet one of the following criteria during Phase I of the RFI process: <ul style="list-style-type: none"> • A school receives Title I • A school has an overall Segmentation Level of Level 1 or Level 2 based on the 2014 SPS Segmentation Report 	4/22/16

		<ul style="list-style-type: none"> • A school has an overall 2014 Segmentation Level of Level 3 but its Absolute Score is below 60 • A new school that has a free and reduced-price lunch population and/or an English Language Learners' population above the district averages <p>Elementary and K-8 schools selected to progress through Phase II and III of the RFI Process must meet the following criteria in order to guarantee maintenance of their eligibility:</p> <ul style="list-style-type: none"> • Applying principal and/or assistant principal is still at school during the 2016-17 and 2017-18 school year; • School still meets eligibility requirements listed above; • School principal or designee and key Levy team members attend required RFI technical workshops during the 2016-17 school year. • School submits a completed RFI in January 2017 as part of Phase III. 	
25	In terms of the data piece, is there a format that is usually used in sharing that data? (Question asked by person not familiar with SPS)	Page 8 of the RFI Intent to Apply application details what is required for the data sample and includes some examples schools may choose to submit. Attachment 3: Data Sample does not have a page limit.	4/22/16
26	What is the purpose of the data sample for the letter of Intent?	The data sample should demonstrate how the school uses data to identify student needs, assess student mastery, and measure progress towards goals. The Rating Criteria detailed on page 14 of the RFI Intent to Apply application provide further guidance on what reviewers will be looking for.	4/22/16
27	Are there examples that people can look at from the letters of intent that people submitted last year?	Previously submitted Intent to Apply applications are not posted on DEEL's website, however the SPS Executive Director for your region can provide insight as to what schools may have submitted in the past.	4/22/16

28	Which schools have been through this phase recently?	<p>The four schools that participated in Phase I, II and III of the most recent RFI cycle are as follows:</p> <ul style="list-style-type: none"> • John Muir • Leschi • Van Asselt • Viewlands 	4/22/16
29	Is there something specifically that the levy is looking for in the application?	Page 5 of the RFI Intent to Apply Application details the components that make up a complete Intent to Apply submission. Page 14 details the criteria reviewers will be using during the evaluation process. Pages 6 through 12 detail what should be included in each attachment of the application.	4/22/16
30	I will be starting as a new principal at my school next fall, can examples from previous schools and results achieved be included?	Yes. We have had new principals who have applied that have cited work they had done at previous schools.	4/22/16
31	<p>In terms of addressing the response guidelines from the application (p.5) I did have a question. There are several pages of the application that are separate than the narrative (e.g. cover page, principal letter) and I wanted to make sure that I put everything together correctly. Should each of these pages be put into a word document with respective page numbers as well? Should all the data pages be cut and pasted in a word document in the same fashion so that the entire document is numbered Page 1-# ?</p>	As long as you adhere to the page limits for each attachment, the numbering does not matter. In the past, schools have done as you described and submitted a Word document with all attachments included, numbered sequentially one through the end. Schools have also compiled their attachments separately then scanned them into a single PDF. In that case the numbering is not necessarily sequential, each attachment could begin as "page 1" or some pages may not be numbered. Regardless, to be technically compliant (<i>see p.13 for a complete list</i>) all attachments must be submitted and Attachment 2: School Narrative must be between 2 and 5 pages.	4/29/16
32	I have a question in regards to the community partnerships. It is my understanding that the community partnerships need to be approved partnerships. At this point in the application are we listing our current community partnerships even though they are not approved? Can you please clarify this piece of the application a bit?	Individuals and organizations must be approved through the Levy's RFQ process to contract with schools for amounts exceeding \$5,000 per school year (this is on p.4 of the RFI Intent to Apply application). You can visit DEEL's website (http://www.seattle.gov/education/about-us/community-partners) to view a list of approved providers. If your intent is to fund community partnerships with Levy dollars,	5/4/16

		<p>those partners must be on the approved list. However, if a different funding source is used for those partnerships they do not need to be on our approved list of partners. I would recommend listing your existing partnerships in your application as that is part of your school context. However, if you progress past Phase 1 it will be important to know that Levy dollars can only fund partnerships with approved providers. It is not uncommon to leverage different funding sources for different purposes.</p>	
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