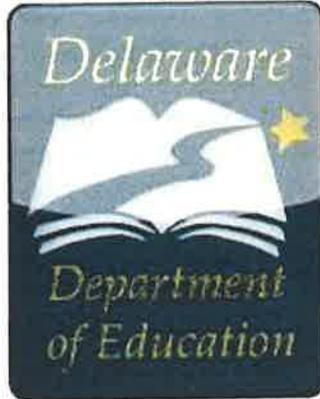


Delaware



*Department of
Education*

Opportunity Funding

For more information contact:
Susan S. Bunting, Ed.D.
Secretary of Education
susan.bunting@doe.k12.de.us

Funding Period: Fiscal Year 2020

**Delaware Department of Education
Opportunity Funding Form
2019-2020 School Year**

Opportunity Funding
Directed Funds for English Learners and Low-Income Students

Application deadline: June 30, 2019

Purpose: The Opportunity Funding initiative creates a three-year weighted funding program across the state. Delaware is currently one of only a handful of states without additional funding for English learners (ELs) and/or low-income students (low-income).

Allocation Method: Local education agencies (LEAs) will receive \$500 per EL and \$300 per low-income student. Funding shall be made available to LEAs upon the passage of the FY20 budget in early July so they may begin to hire staff, procure instructional materials, execute contracts for services, and plan for the upcoming school year. LEAs may use this funding for 100 percent of staff costs, including, but not limited to, reading specialists, math specialists, school counselors, school social workers, school psychologists, and other personnel dedicated to initiatives such as trauma-informed practices.

Accountability: LEAs will be held accountable to ensure funds are used to improve outcomes for low-income and EL students. Districts and charters will work with Secretary Bunting to set goals at the beginning of the school year, participate in a mid-year progress review, and then evaluate summative performance data during their end of school year conference. Community accountability will be provided in a summit to highlight best practices, in an annual report, and in spotlights showing program successes and challenges across the state.

Metrics: Districts and charters will set goals to annually increase overall DSSF (Delaware School Success Framework) scores for EL and low-income students as well as reduce the gap between English learners', low-income students', and the all students' subgroup baseline performance rates and 100 percent by half, thus reducing students' non-proficiency by 50 percent.

In addition to the accountability measure data, the Delaware Department of Education (DDOE) will provide support by offering

- Toolkits on evidence-based best practices for improving outcomes for EL and low-income students.
- Guidance for selecting high quality instructional materials.
- Technical support enabling LEAs to take a comprehensive look at their funding streams in order to maximize and coordinate them.
- Professional learning provided by content experts.
- Sharing best practices in a variety of ways including regular meetings with curriculum directors, chiefs/principals, social media and presentations.

DDOE will use a third party to also evaluate

- The effectiveness of funds in improving outcomes for EL and low-income students.
- The successes and challenges/shortcomings of the program, including recommendations for future enhancements.

**Delaware Department of Education
Opportunity Funding Form
2019-2020 School Year**

Results from the first year of funding will be finalized in August 2020. Subsequently, DDOE will host a summit in early fall to share the report and best practices. In late fall 2020, the third-party evaluation will be complete and results will be posted after districts and charters verify them.

Application deadline: June 30, 2019

School Information

DISTRICT/CHARTER NAME: POLYTECH School District		
DISTRICT/CHARTER STREET ADDRESS: 823 Walnut Shade Road	CITY: Woodside	ZIP CODE: 19980

Contact Information

CONTACT NAME: Amelia E. Hodges	CONTACT PHONE NUMBER: 302-697-2170
CONTACT EMAIL ADDRESS: amelia.hodges@polytech.k12.de.us	

Overall Summary

Provide an overall summary of how the Opportunity Funding will be used to improve outcomes for English learners and low-income students in your district or charter school.

Include an explanation of how the work will impact each target population as well as the rationale for selecting the plan.

POLYTECH School District will supplement Opportunity Funding with IDEA funds to support a Student Services Specialist (teacher contract) position. This position will provide visiting teacher services to students and families in need, coordinate supports for homeless and foster care students, coordinate services for English Learner services, coordinate homebound education services, and provide consultative special education services for CTE and World language classrooms.

Application deadline: June 30, 2019

**Delaware Department of Education
Opportunity Funding Form
2019-2020 School Year**

Investment and Goals

Provide additional detail about the plan in the chart below by listing each Opportunity Funding investment with its associated cost and proposed impact. *For each investment, include baseline data and numeric targets to measure impact. A state budget sheet will be completed by the district after the plan has been approved.*

Investment <i>(What is your priority?)</i>	Cost	Proposed Impact <i>(How will you know it worked?)</i>
Supports for low-income, at-risk and EL students	teacher salary & benefits	<ul style="list-style-type: none"> • number of home visits for students and families in need • homeless and foster care students' performance (grades and graduation rates) • progress of students receiving homebound education (grades and graduation rates) • progress of EL students toward English Language proficiency
Supports for students with disabilities in CTE and World Language Classrooms		<ul style="list-style-type: none"> • performance of students with disabilities in CTE and World Language classes • • •

Application deadline: June 30, 2019

Assurances and Signatures

The applicant assures that:

As the chief school officer of the district or charter school; including the indicated school, I am authorized to submit for the funds identified in this form. I am also authorized to obligate the district or charter school to conduct any activity approved under this form in accordance with all applicable state requirements, including statutory and regulatory requirements, and program specific requirements. The information contained in it is true and correct to the best of my knowledge and belief. By submitting this form, I acknowledge that I understand and agree to abide by all applicable requirements.

Chief School Officer: 8 Business Manager Mark Dufendach

Signature:  Date: 4/14/19

As the business manager of the district or charter school; including the indicated school, I am authorized to submit the budget and financial information contained in this form. I have read this form and reviewed the financial information contained in this form. The information contained in this form is true



POLYTECH SCHOOL DISTRICT

823 Walnut Shade Rd., Woodside, DE, 19980-0022

Phone: (302) 697-2170

Fax: (302) 697-6749

<http://www.polytechschooldistrict.com/>

W. Duane Hammond, President, Board of Education
Dr. Mark A. Dufendach, Superintendent
Dr. Amelia E. Hodges, Director Personnel & School Climate

The Power of Knowledge for Career and College

DRAFT Job Description

Position: Student Supports Specialist

Reports to: Principal or Assistant Principal

Position Summary: The Student Supports Specialist collaborates with teachers, school counselors, administrators, and other service providers to coordinate and implement quality educational, health, and social services supports to assist our students and families in need.

Essential Duties and Responsibilities:

- Provide high quality student-centered supports to POLYTECH students and their families including
 - Conduct home visitations and family consultation for students with attendance and/or behavioral issues.
 - Coordinate services for homeless students and families in accordance with ESSA Title I and the McKinney-Vento Act.
 - Coordinate services for foster care students and families.
 - Coordinate homebound instructional services.
 - Coordinate English language learner services.
 - Provide special education consultative supports in CTE and world language classrooms.
- Actively seeks out and develops positive relationships with students and their families and POLYTECH staff members.
- Encourage students to set and maintain standards of classroom attendance and behavior.
- Demonstrate and model respect for individuals and responsible citizenship.
- Encourage parental involvement in students' education and ensure effective communication with students and parents.
- Participate in IEP and 504 plan meetings for assigned students.
- Maintain accurate, complete and correct records as required by law, district policy and administrative regulations.
- Complete all Delaware Performance Appraisal System (DPAS II) forms and processes in a timely manner.
- Participate in all required professional learning programs.
- Comply with federal and state regulations and district policies.
- Take all necessary and reasonable precautions to protect students, equipment, materials and facilities.
- Other duties as assigned.

The POLYTECH School District does not discriminate in employment, educational programs, services or activities on the basis of race, color, creed, religion, gender (including pregnancy, childbirth and related medical conditions), national origin, citizenship or ancestry, age, disability, marital status, veteran status, genetic information, sexual orientation, or gender identity, against victims of domestic violence, sexual offenses, or stalking, or upon any other categories protected by federal, state, or local law. The Director of Personnel has been designated to handle inquiries regarding employment policies, the Supervisor of Student Services responds to Title VI//Title IX inquiries and the Assistant Principal for Special Education responds to 504 inquiries. All staff can be reached at (302) 697-2170; POLYTECH School District, 823 Walnut Shade Road, Woodside, DE 19980.

Essential Qualifications:

Education: Bachelor's degree from a regionally accredited 4 year college or university.

Licensure and Certification: Must meet Delaware requirements for teaching licensure and special education certification(s) in accordance with Delaware Professional Standards Board regulations (14 DE Admin. Code 1500). Also meeting school counseling certification requirements is preferred.

Preferred Experience:

- Experience coordinating individualized programs and/or services for students with unique needs.
- Experience developing positive relationships with parents and students with unique needs.
- Experience teaching or interacting with high school students.
- Minimum of three years' teaching experience.
- Experience serving English language learners and their families preferred.
- Experience managing federal program implementation preferred.

Essential Knowledge, Skills and Behaviors:

- Coordinate and implement research-based service plans to meet students' needs.
- Establish and maintain effective relationships with students, parents and colleagues.
- Foster a stimulating and accepting learning environment.
- Conversational Spanish speaking skills (preferred).
- Write, speak, and interact clearly and professionally.
- Analyze student data to inform instructional adjustments and identify student needs.
- Read, analyze and interpret professional literature and federal and state guidance documents.
- Effectively present information and respond to questions from groups of students, parents, administrators, and staff members.
- Perform effectively in environments with competing demands.
- Use eSchoolPLUS (pupil accounting software) for student attendance and grades.
- Proficient use of technology including Microsoft Office applications and educational software..

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit, stand, walk and talk or hear. The employee must occasionally lift and/or move up to 10 pounds; for example, school books and supplies. The position requires keyboarding at regular intervals throughout the day; for example, entering student attendance data and writing reports. Specific vision abilities required by this job include close vision and the ability to adjust focus. The employee is required to drive.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate to loud.

Terms of Employment:

- This is a full-time ten-month position. The position is a limited-term position contingent upon Opportunity Grant state funding.
- Successful completion of Criminal Background Check, Tuberculosis Test (PPD), and Child Protection Registry Clearance must be completed prior to start of employment.
- Salary is calculated in accordance with the verified educational level and work experience of the selected candidate and in accordance with the district's Teacher Salary Scale.
- Direct deposit of payroll checks is mandatory and employees are paid on a lag pay schedule with the first payment made after approximately one month of employment.

The POLYTECH School District is an equal opportunity employer and does not discriminate on the basis of race, color, creed, religion, gender (including pregnancy, childbirth and related medical conditions), national origin, citizenship or ancestry, age, disability, marital status, veteran status, genetic information, sexual orientation, or gender identity, against victims of domestic violence, sexual offenses, or stalking, or upon any other categories protected by federal, state, or local law. Inquiries should be directed to Dr. Amelia Hodges, Director of Personnel and School Climate, P.O. Box 22, Woodside, DE 19980-0022. Telephone number (302) 697-2170.