

Attachment 8  
Title II, Part A Preparing Training,  
and Recruiting High Quality Teachers

**ATTACHMENT 8 TITLE II, PART A  
PREPARING, TRAINING AND RECRUITING  
HIGH-QUALITY TEACHERS AND PRINCIPALS**

**Local School System: St. Mary's County Public Schools Fiscal Year 2004**  
**Title II-A Coordinator: Linda Dudderar, Director of Elementary Curriculum and Instruction**  
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**CROSS-PROGRAM THEMES IN *BRIDGE TO EXCELLENCE MASTER PLAN* -- STRATEGIES AND ACTIVITIES TO ENSURE THAT "ALL TEACHERS MEET THE DEFINITION OF HIGHLY QUALIFIED BY THE END OF THE 2005-2006 SCHOOL YEAR." Provide a description of the school system's *strategies to improve teacher capacity and quality* organized around the following components:**

1. Assessment of current status of teacher capacity and quality for the school system and for each elementary, middle, and high school based on --
  - a) The hiring, recruiting, and retaining of highly qualified teachers,
  - b) The hiring, recruiting, and retaining of highly qualified principals, and
  - c) The major professional development and training needs;
2. Annual measurable objectives for the school system and for each elementary, middle, and high school that, at a minimum, include an annual increase in the percentage of highly qualified teachers at each school; and
3. Annual increase in the percentage of teachers who will receive high-quality professional development.

**If these strategies are addressed elsewhere in the school system's five-year comprehensive *Bridge to Excellence Master Plan*, please indicate the section and page number(s).**

**\*\*\*\*LOCATED IN GOAL 3 NEEDS ASSESSMENT SECTION\*\*\*\***

**PERFORMANCE GOALS, INDICATORS, AND TARGETS. Using the format in Table 8-1 below, provide an analysis of current status on how the local school system is meeting each of the performance indicators for ESEA Performance Goal 3. School systems should use this analysis along with an annual needs assessment to determine the range of programs and activities for Title II-A funding.**

<b>Table 8-1</b>		<b>IMPROVING TEACHER CAPACITY AND QUALITY PERFORMANCE GOALS, INDICATORS, AND TARGETS</b>	
<b>Performance Goal</b>	<b>Performance Indicators</b>	<b>Performance Targets</b>	
<b>Performance Goal 3:</b> By 2005-2006, all students will be taught by highly qualified teachers.	3.1 The percentage of classes being taught by "highly qualified" teachers (as the term is defined in section 9101(23) of the ESEA), in the aggregate and in "high poverty" schools (as the term is defined in section 1111(h)(1)(C)(viii) of the ESEA.  3.2 The percentage of teachers receiving "high-quality professional development" (as the term "professional development" is defined in section 9101(34).  3.3 The percentage of paraprofessionals who are qualified (See criteria in section 1119(c) and (d).	(MSDE will establish performance targets in August 2003. For the first year's submission of the master plan that is due to MSDE by October 1, 2003, local school systems must provide an analysis of current status using existing student performance, demographic, and other data.)	

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**ALLOWABLE ACTIVITIES [Section 2123]. For all allowable activities that will be implemented, (a) provide a brief description of services, (b) timelines or target dates, and (c) the amount of funding for services to public and nonpublic students and teachers. Use separate pages as necessary for descriptions. NOTE: If the allowable activities, services, and timelines are described elsewhere in the school system's five-year comprehensive *Bridge to Excellence Master Plan*, please indicate the section and page number(s).**

<b>(1) Strategies and Activities to Recruit and Hire Highly Qualified Teachers and Principals</b>			
<b>Allowable Activities</b>	<b>Brief Description of Specific Services and Timelines or Target Dates</b>	<b>Public School Costs</b>	<b>Nonpublic Costs</b>
<input type="checkbox"/> Developing and implementing mechanisms to assist schools to effectively recruit and retain highly qualified teachers, principals, and specialists in core academic areas (and other pupil services personnel in special circumstances) [section 2123(a)(1)].			
<input type="checkbox"/> Developing and implementing strategies and activities to recruit, hire, and retain highly qualified teachers and principals. These strategies may include (a) providing monetary incentives such as scholarships, signing bonuses, or differential pay for teachers in academic subjects or schools in which the LEA has shortages*; (b) reducing class size; (c) recruiting teachers to teach special needs children, and (d) recruiting qualified paraprofessionals and teachers from populations underrepresented in the teaching profession, and providing those paraprofessionals with alternative routes to obtaining teacher certification [section 2123(a)(2)].  *Note: Because the purpose of Title II-A is to increase student achievement, programs that provide teachers and principals with merit pay, pay differential, and/or monetary bonuses should be linked to measurable increases in student academic achievement produced by the efforts of the teacher or principal [section 2101(1)].	<b>Recruitment incentives and critical shortage stipends To be paid by October 31, 2003 to all hired by September 1, 2003 and within two months of any additional appropriate hires throughout the school year</b>	<b>\$40,000</b>	
<input type="checkbox"/> Hiring highly qualified teachers, including teachers who become highly qualified through State and local alternative routes to certification, and special education teachers, in order to reduce class size, particularly in the early grades [section 2123(a)(7)].	<b>Salaries for teachers to reduce class sizes. Eight schools will receive .5 to 1.0 to help with class size reduction. (9 FTEs)</b>	<b>447,403.70</b>	



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**B. ALLOWABLE ACTIVITIES [Section 2123], Continued.**

<b>(2) Strategies and Activities to Improve the Quality of the Teaching Force</b>			
Allowable Activities	Brief Description of Specific Services and Timelines or Target Dates	Public School Costs	Nonpublic Costs
<input type="checkbox"/> Carrying out professional development programs that are designed to improve the quality of principals and superintendents, including the development and support of academies to help them become outstanding managers and educational leaders [section 2123(a)(6)].	<b>Offer Leadership Development Program Leadership Seminars and other activities intended to support principal development</b>	<b>17,400</b>	<b>3,828</b>
<b>(3) Strategies and Activities to Retain and Provide Support to Highly Qualified Teachers and Principals</b>			
<input type="checkbox"/> Developing and implementing initiatives to promote retention of highly qualified teachers and principals, particularly in schools with a high percentage of low-achieving students, including programs that provide teacher mentoring, induction, and support for new teachers and principals during their first three years; and financial incentives for teachers and principals with a record of helping students to achieve academic success [section 2123(a)(4)].	<b>Principal mentoring and New Teacher activities/mentoring</b>	<b>29,789</b>	X
<input type="checkbox"/> Carrying out programs and activities that are designed to improve the quality of the teaching force, such as innovative professional development programs that focus on technology literacy, tenure reform, testing teachers in the academic subject in which teachers teach, and merit pay programs. [section 2123(a)(5)].	<b>Payments of test fees to teachers who take and pass the appropriate content area tests required to become highly qualified Offer MSDE-approved course work in reading (and other areas) that promotes completion of certification and highly qualified requirements</b>	<b>Praxis – 15,000  MSDE courses – 30,000 Total= 45,000</b>	
<input type="checkbox"/> Carrying out teacher advancement initiatives that promote professional growth and emphasize multiple career paths (such as paths to becoming a mentor teacher, career teacher, or exemplary teacher) and pay differentiation [section 2123(a)(8)].			
<b>TOTAL TITLE II-A FUNDING AMOUNTS</b>		<b>749,080</b>	
[Indirect costs]		<b>17,987.30</b>	

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Fiscal Year: 2004

C. ANNUAL CERTIFICATION OF EQUITABLE SERVICES TO STUDENTS IN PRIVATE  
(NONPUBLIC) SCHOOLS [ESEA, Section 9501]:

1. **Participating Private Schools and Services: Complete information in Attachment 6 regarding the names of participating private schools and the number of private school staff that will benefit from the Title II-A services. *See attached***
2. **Describe the school system's process for providing equitable participation to students in private schools: *Refer to information in attachment 7.***
  - a) **The manner and extent of consultation with the officials of interested private schools during all phases of the development and design of the Title II-A services;**
  - b) **The basis for determining the professional development needs of private school teachers and other staff;**
  - c) **How services, location of services, and grade levels or areas of services were decided and agreed upon; and**
  - d) **The differences, if any, between the Title II-A services that will be provided to public and private school students and teachers, and the reasons for any differences. (Note: The school system provides services on an equitable basis to private school children whether or not the services are the same Title II-A services the district provides to the public school children. The expenditures for such services, however, must be equal -- consistent with the number of children served -- to Title II-A services provided to public school children.)**

D. BUDGET INFORMATION AND NARRATIVE

1. **Provide a detailed budget on the MSDE Proposed Title II-A Budget Form. The Proposed Budget must reflect how the funds will be spent, organized according to the budget objectives, and correlated to the activities and costs detailed in Part C, Allowable Activities. MSDE budget forms are available through the local finance officer or the MSDE Bridge to Excellence Master Plan Web Site at [www.marylandpublicschools.org](http://www.marylandpublicschools.org).**

**Title II, Part A  
Budget Narrative**

The St. Mary’s County Public Schools’ Title II, Part A “Improving Teacher Quality” grant includes nine programs, each intended to support the overall goal of increasing student achievement through improving teacher and administrator quality, reducing class size and attracting and retaining high quality teachers and administrators. The grant includes:

- The results of our needs assessment
- A description of each program that addresses how activities will align with challenging state content and achievement standards as well as a description of how each initiative is expected to impact overall student achievement. Further, each program description provides information about how we are targeting programs to schools with the lowest proportion of highly qualified teachers and/or to reduce class size.
- A summary description of the communications with the nonpublic schools undertaken as a part of the proposal writing process.

We have aligned our programs (9) with the federal priorities outlined in the RFP. Our nine programs and their funding allocation include:

**Alignment of SMCPS Program Initiatives and Funding Allocations  
With Federal Priorities**

<b>SMCPS Program</b>	<b>Funding Allocated</b>	<b>Federal Priority Addressed</b>
Class Size Reduction	\$447,403.70	7
Enhancing Content Knowledge	\$100,000	3
Collaborative Planning	\$32,000	3,5
Administrative Development	\$17,400	3,4,6
Closing the Achievement Gap	\$8500	3,5
Certification	\$45,000	3,4,5
Lead Teacher Development	\$11,000	3,5,8,9
Support for New Teachers	\$29,789	3,4,5
Recruitment Initiative	\$40,000	1,2

The grant further defines how we are coordinating and integrating the staff development funds from Title II, Part A and D and Title I, Part A. This grant and it’s nine component programs, have helped us to begin to meet the requirements of the *No Child Left Behind Act of 2001* and will provide multiple entry points for teachers and administrators to use in their professional growth.

<b>Enroll.</b>	<b>Nonpublic School</b>	<b>Amount of Funds</b>	<b>How they will benefit from this program.</b>	<b>Prof. Staff</b>
268	Father Andrew White, SJ. School	\$2,870.28	The school will benefit from professional development aimed at improving teacher and principal quality.	21
108	Holy Angels Sacred Heart School		The school will benefit from professional development aimed at improving teacher and principal quality.	12
310	Little Flower School	\$3,320.10	The school will benefit from professional development aimed at improving teacher and principal quality.	20
176	Mother Catherine Spalding School	\$1,884.96	The school will benefit from professional development aimed at improving teacher and principal quality.	16
220	St. John's School	\$2,356.20	The school will benefit from professional development aimed at improving teacher and principal quality.	24
158	St. Michael's School	\$1,692.18	The school will benefit from professional development aimed at improving teacher and principal quality.	12
90	Starmaker	\$963.90	The school will benefit from professional development aimed at improving teacher and principal quality.	4
269	King's Christian Academy	\$2,880.99	The school will benefit from professional development aimed at improving teacher and principal quality.	20
586	St. Mary's Ryken High School	\$6,276.06	The school will benefit from professional development aimed at improving teacher and principal quality.	51
<b>TOTAL</b>		<b>\$22,244.67</b>	<b>Not to exceed Line 5</b>	

The above mentioned schools have requested participation to date.

LD/dsa/07/03/1

**CURRICULAR PROGRAMS  
PROPOSED BUDGET  
Instruction  
STATE/FEDERAL**

Recipient Agency Name	St. Mary's County PS
Revenue Source Name	Title II Part A

Grant Period	7/01/03-6/30/05
Fund Source Code	6794

See "Financial Reporting Manual for Maryland Public Schools" for account descriptions

Check and complete a page for each funding source & TOTAL

X	STATE/FEDERAL
	LOCAL/MATCH
	TOTAL

Category/Program/Activity	Object						Budget by Category
	1-Salaries & Wages	2-Contracted Services	3-Supplies & Materials	4-Other Charges	5-Equipment	8-Transfers*	
201 Administration							
Program 21 General Support							
Program 22 Business Support						17,987.00	17,987.00
Program 23 Centralized Support							
202 Mid-level Administration							
Program 15 Office of the Principal		12,000.00	5,400.00				17,400.00
Prog 16 Inst. Admin. & Superv.							
203-205 Instructional categories							
Program 01 Regular Programs	345,012.00			29,789.00			374,801.00
Program 02 Special Programs	37,157.00						37,157.00
Program 03 Career & Tech Prog.							
Program 08 School Library Prog.							
Program 09 Instructional Staff Dev.							
Program 10 Guidance Services							
Program 11 Psychological Serv.							
Program 12 Adult Education							
206 Special Education							
Program 04 Public Sch Inst. Prog							
Program 09 Instructional Staff Dev.	51,500.00	50,000.00	50,000.00	45,000.00			196,500.00
Program 15 Office of the Principal							
Program 16 Inst. Admin. & Superv.							
207 Student Personnel Serv.							
208 Health Services							
209 Student Transportation							
210 Operation of Plant							
Program 30 Warehousing & Distr.							
Program 31 Operating Services							
211 Maintenance of Plant							
212 Fixed Charges				105,235.00			105,235.00
214 Community Services							
215 Capital Outlay							
Program 34 Land & Improvements							
Program 35 Buildings & Additions							
Program 36 Remodeling							
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>433,669.00</b>	<b>62,000.00</b>	<b>55,400.00</b>	<b>180,024.00</b>	<b>0.00</b>	<b>17,987.00</b>	<b>749,080.00</b>

\*Includes the following: Payments to another LEA, nonpublic school, or state institution; and Indirect Cost Recovery

Budget Approved By:	<i>Robert D. Springs</i>	400681				
	LSS Finance Officer	Grant Number	Grant Name (MSDE USE ONLY)			
Budget Approved By:	<i>Frank M. Kubacki</i>					
	LSS Official	Phone #	Fax #	Date	MSDE Official	Date

Class Size Reduction  
Title II, Part A  
2003-2004

Teacher	Location	FTE	Cost
Adrienne Smith	Leonardtwn Middle School	0.5	\$26,892.48
Michelle Hiles	Ridge Elementary	2.0	\$60,939.72
Dawn Eagan	White Marsh Elem	1.0	\$45,321.51
Jamison Combs	Carver Elementary	1.0	\$44,867.55
Megan Richardson	Greenview Knolls Elementary	1.0	\$44,867.55
Elizabeth Dunivan	Lexington Park Elementary	1.0	\$50,359.14
Catherine Maschauer	Ridge	0.5	\$28,664.27
Linda Paolillo	Green Holly	1.0	\$52,200.42
Rachel Csanadi- Schwartz	Park Hall El.	0.5	\$25,109.24
Shari Min	Park Hall Elem.	0.5	\$24,366.11
Whitney Abell	Carver Elementary	1.0	\$43,815.72

Total for Class Size Reduction:      \$447,403.70      9 FTE

**Schools in first or second year of improvement**

Lexington Park Elementary      year 1  
Greenview Knolls Elementary      year 2

**Schools in Local Watch Status**

Carver Elementary

**Other Title I Schools**

Green Holly Elementary

**Schools in first year out of improvement**

Park Hall Elementary

**Schools in first year out of Title I status**

Ridge Elementary

**Schools with large class size**

White Marsh Elementary  
Leonardtwn Middle School

St. Mary's County Public Schools  
 Title II Staffing Costs  
 Improving Teacher Quality - Title II Part A (new title)  
 Projected for FY 2004 - Proj. 119

Teacher	Account No	Location	FTE	Salary	Health Insurance	Life Insurance	.0765% FICA	9.35% Retirement	Total Fringes	Individual Total
<b>Federal - Portion</b>										
Smith, Adrienne	11-03-095-7113-0305-119	Leondartown Middle	0.5	19,288.00	4,298.16	27.36	1,475.53	1,803.43	7,604.48	26,892.48
Hiles, Michelle	11-03-150-7113-0104-119	Ridge Elem.	1.0	44,684.00	8,596.32	63.12	3,418.33	4,177.95	16,255.72	60,939.72
Eagan, Dawn	11-03-150-7113-0503-119	White Marsh	1.0	35,867.00	3,306.48	50.64	2,743.83	3,353.56	9,454.51	45,321.51
Combs, Jamison	11-03-150-7113-0805-119	G.W. Carver	1.0	35,479.00	3,306.48	50.64	2,714.14	3,317.29	9,388.55	44,867.55
Richardson, Megan	11-03-150-7113-0810-119	Greenview Knolls	1.0	35,479.00	3,306.48	50.64	2,714.14	3,317.29	9,388.55	44,867.55
Dunivan, Elizabeth	11-03-150-7113-0804-119	Lexington Park Elem.	1.0	43,042.00	0.00	0.00	3,292.71	4,024.43	7,317.14	50,359.14
Maschauer, Catherine	11-03-160-7113-0104-119	Ridge	0.5	20,800.50	4,298.16	29.52	1,591.24	1,944.85	7,863.77	28,664.27
Paolillo, Linda	11-03-160-7113-0803-119	Green Holly	1.0	37,058.00	8,789.28	53.28	2,834.94	3,464.92	15,142.42	52,200.42
Csanadi-Schwartz, Rac	11-03-160-7113-0808-119	Park Hall	0.5	17,933.50	4,101.72	25.32	1,371.91	1,676.78	7,175.74	25,109.24
Min, Shari	11-03-160-7113-0808-119	Park Hall	0.5	20,800.50	0.00	29.52	1,591.24	1,944.85	3,565.61	24,366.11
Abell, Whitney	11-03-160-7113-0805-119	Carver Elem.	1.0	34,580.00	3,306.48	50.64	2,645.37	3,233.23	9,235.72	43,815.72
		Total Salaries	9.0	345,011.50	43,309.56	430.68	26,393.38	32,258.58	102,392.20	447,403.70
		Total Fringe Benefits		102,392.20						
		Total Salaries/Fringes		447,403.70						
		Grant Total		<b>624,809.00</b>						
		Excess		177,405.31						
PVR 10/16/03				117,145.00	(error from MSDE for '03 - will we utilize any as carryover for FY '04 per Paula's memo?)					

4,788.79 excess to use above  
 2004 salary budgeted at \$452,192.49