

OFP Highlights

...is an update on the Office of Federal Programs' federal grants & RFPs, workshops, trainings, and opportunities relevant to MS school districts, parents, community and other stakeholders.

Marcus E. Cheeks, Bureau Manager

Editor, Kelsey Blumenberg, M.S. Ed

September 4, 2015

New Releases & Web Postings

WELCOME!!!



The Office of Federal Programs (OFP) welcomes Charlotte Luckett to the team, one of two OFP's front office staffers. Charlotte began her new duties July 1, 2015. She has previously worked as an administrative assistant with the Canton Public School District for 9 years.

She has 21 years of marital bliss and 3 wonderful children. She is a member of the Pleasant Green Missionary Baptist Church located in Sharon, MS.

Mrs. Charlotte Luckett
Project Officer III

New Temporary Office Location



The Office of Federal Programs (OFP) is located in **Dorm 2 Suite 2**, at the **MS School For The Blind** located at 1252 Eastover Drive, Jackson, MS 39211. Districts are being asked to continue addressing mail to the MDE Central High School Building.

In the event districts must visit/meet with OFP staff, the OFP staff member must be notified. OFP staff will contact campus security to alert them of planned visitations. Upon arrival at the Welcome Center visitors must provide security with the OFP staff person's name, number, and temporary location. No unexpected visitors will be allowed on campus.

The Office of Federal Programs can be contacted via phone at 601-359-3499. All staff numbers have been transferred to this new temporary location. Click [HERE](#) to view contact information.

Compliance & Monitoring

The Office of Federal Programs hosted a preparation training for FY17 Monitoring for districts scheduled to participate in a full on-site monitoring during SY 16-17, (current Cycle II districts). The training was held on **Monday, August 17, 2015** at the Mississippi State University Kahlmus Auditorium in Meridian, MS. Presentation documents can be viewed by clicking [HERE](#). The FY17 monitoring instrument and labels have been posted to the Compliance and Monitoring webpage.

CSPR Annual Survey

The Office of Federal Programs has released our annual survey tool for SY2014-2015. Review the data elements by clicking the following link: <http://cspr.mde.k12.ms.us/TakeSurvey.aspx?SurveyID=76KH693M>. Submit completed surveys beginning **Friday, August 7, 2015 thru Friday, September 4, 2015**. Do not hesitate to call or e-mail questions to your assigned [regional contact](#).

SY2013-2014 Period of Availability ends September 30, 2015

All ESEA grants managed by the Office of Federal Programs (OFP) that were awarded during **SY2013-2014** have a period of availability that expires **09/30/2015**. If those funds are not yet expended or encumbered, please review your current year's needs assessment to determine if an amendment to the budget is necessary. If a formal amendment is necessary, we are requesting that the amendments be submitted by Friday, September 11, 2015 to allow ample processing time. For assistance with amendments, contact your primary or secondary [regional contact](#) or regional supervisor.

ESEA & IDEA Fiscal Conference

The Office of Federal Program has scheduled the [ESEA and IDEA Joint Fiscal Conference](#), **October 27-28, 2015** at the Vicksburg Convention Center in Vicksburg, MS. Presenters from the law firm of Brustein & Manasevit, PLLC will be in attendance as well as Executive leaders from the MDE Offices of Federal Programs, Special Education, School Financial Services, and School Improvement. This professional development is geared toward federal programs directors, special education directors, and business managers. More information is forth coming.

Neglected & Delinquent Training

The OFP's Annual Neglected and Delinquent Training for the N & D facility operators will be held at the Hyatt Place in Columbus, MS on **October 29-30, 2015**. The meeting will be hosted by the Columbus School District.

The purpose of the training is to prepare the facility operators with knowledge and experience from other state agencies to ensure that state and federal regulations are adhered to and understood. Data collection, fiscal requirements, best practices and state curriculum will be topics of discussion.

For more information, please contact:

Office of Federal Programs

Jerry McClendon, Neglected & Delinquent Coordinator

Email: jmccclendon@mde.k12.ms.us

Phone: 601-359-3499

21st Century Community Learning Centers Grantee Awards

The State Board of Education approved grants for the 21ST Century Community Learning Centers Program on Friday, June 20, 2015. The primary purpose of the 21st CCLC Program is to provide opportunities for communities to establish or expand activities in community learning centers that provide academic enrichment opportunities for children, particularly for students who attend high-poverty and low-performing schools, to meet state and local student standards in core academic subjects. Click [HERE](#) to see grantees.

For more information, please contact:

Office of Federal Programs

Karen Austin, Competitive Grants Director

Email: kaustin@mde.k12.ms.us

Phone: 601-359-3499

Education for Homeless Children and Youth Program Grantees Awards

The State Board of Education approved grants for the McKinney-Vento Education Homeless Children and Youth Program on Thursday, August 20, 2015. These awards will offer services for children and youth experiencing homelessness (including preschool-age children) that enable them to enroll, attend, and succeed in school.

School District	Award Amount
Corinth School District	\$32,799.90
Harrison County School District	\$101,786.93
Hattiesburg Public School District	\$34,331.81
Jackson Public School District	\$181,293.07
Lafayette County School District	\$38,365.84
Lowndes County School District	\$26,621.20
Natchez Adams School District	\$34,842.45
Noxubee County School District	\$30,655.23
Oxford School District	\$28,204.17
Simpson County School District	\$37,038.19
South Delta School District	\$32,595.65
Starkville Oktibbeha Consolidated School District	\$29,378.64
Tupelo Public School District	\$30,961.61
Vicksburg Warren School District	\$31,625.44
Yazoo City School District	\$40,816.90
Totals	\$711,317.03

For more information, please contact:
Office of Federal Programs
Barbara Greene, Title X Coordinator
Email: bgreene@mde.k12.ms.us
Phone: 601-359-3499

2015 USDE Homeless Policy Guidance

Title I may be used to meet two requirements of McKinney-Vento (1) to provide a local homeless liaison; and (2) to pay the costs to transport homeless children and youth to and from their school of origin. Please see the August 12, 2015 guidance on using Title I to serve homeless students. Click [HERE](#).

English Language Learners

The new English Language Proficiency Test is the CTB LAS Links Assessment System. The contract with CTB began on August 1, 2015. CTB will present the LAS Links Assessment System at the District Test Coordinator Training on **September 9, 2015**. More information regarding English Language Development Standards, Proficiency Level Descriptors, Screener Test, Scope and Sequence, Test Blueprint, and Professional Development as well as a schedule for the 2015-2016 academic year is forthcoming.

Beginning July 1, 2015, **do not** use the WIDA W-APT Screener since that assessment tool is licensed to the WIDA Consortium. If you have purchased materials such as the WIDA Model, then you can continue to use the purchased material.

For more information, please contact:
Office of Federal Programs
Tarro Funches, Title III Coordinator
Email: tfuncness@mde.k12.ms.us
Phone: 601-359-3499

Grants Management Training

The Office of Federal Programs hosted the 2nd Annual Grants Management Training for all recipients of the **21st Century Community Learning Centers Program** and the **McKinney-Vento Education for Homeless and Young Program** grants on August 19, 2015 at the Thad Cochran Center in Hattiesburg, MS.

The training discussed each grant's program purpose, background, monitoring plan, professional development opportunities, program resources, and the importance of utilizing data to ensure that the students enrolled in the grant programs are ready for college and career. The training also provided fiscal guidance on understanding federal regulations, aligning the federal funds with program goals, and establishing internal controls. The presentations from the training can be found by clicking [HERE](#).

For more information, please contact:
Office of Federal Programs
Karen Austin, Competitive Grants Director
Email: kaustin@mde.k12.ms.us
Phone: 601-359-3499

OFP University

In an effort to increase state level support for New Federal Programs Directors, the OFP University training will be held on **September 15, 2015** at the Brandon Municipal Civic Center, 1000 Municipal Drive, Brandon, MS. Registration will begin at 8:30 a.m. and the session will begin at 8:45 a.m. This series of trainings are designed to help you administer federal programs more effectively and efficiently thus increasing student outcomes through the use of federal funds. The focus of the training is Comparability, Homeless Education, MSIS/Data Reporting, SMART Goals and MCAPS.

Prior to the training, please have your District MSIS Primary assign you a username so you will be able to log into MSIS on the day of the training. Please bring your laptop and a copy of the MSIS Federal Programs User Manual. [CLICK HERE](#) to register to attend the training by September 11, 2015. Lunch will be provided.

For more information, please contact:
Office of Federal Programs
Maria Jackson, Title II & Title VI Director
Email: mbanks@mde.k12.ms.us
Phone: 601-359-3499

School Effectiveness Review Process (SERP)

The Office of Federal Programs will continue to implement the SERP to assist districts in the effective and efficient use of federal resources to positively impact student achievement. Beginning this month, OFP will provide follow-up support to participating schools and districts to strengthen their existing practices. Areas of support include:

- Student Performance (Instructional practices, progress monitoring, assessment, data analysis)
- Grant Management (Needs assessment, LEA/School plans, program leadership, cooperation between program and fiscal personnel)
- Fiscal Management (Allocations review, expenditure reports, single audit findings, drawdown timelines)
- Monitoring and Compliance (Monitoring cycles, monitoring findings, stability of systems and personnel)

Selected school districts will receive official notification under a separate cover. OFP will be coordinating efforts with the Office of School Improvement.

For more information, please contact:

Office of Federal Programs

Farrah Nicholson, School Support Services Director

Email: fnicholson@mde.k12.ms.us

Phone: 601-359-3499

MASA Annual Fall Meeting and Leadership Conference **October 18-20, 2015 -Jackson Hilton**

MASA's Fall Conference, ***Leading with Passion and Purpose*** is shaping up to be an outstanding opportunity to grow in your leadership with opportunities to learn from some of the BEST!

Features include:

- Keynote address from Gov. William Winter
- Pre-conference update from Jim Keith on most pressing legal issues facing Mississippi educators Jim Keith
- A Superintendent Only Session by *The National Council on Teacher Quality (NCTQ)* <http://www.nctq.org/siteHome.do> will provide information for attendees on how best to impact change in teacher prep programs strategically in partnerships with institutions of higher learning.
- Special Session for Technology Directors Only with Keith Monday, October 19, 2015!
<http://www.cosn.org/about-cosn>
- Recognitions including Mississippi's 2016 Superintendent of the Year

Earn CEUs, SEMI credits or OSL Registration online at <http://msasa.org>

For more information, please contact:

Lisa Karmacharya, Ed.D

Executive Director Mississippi Association of School Administrators

P.O. Box 1317

Summit, MS 39666

Phone: 662-574-1147

Email: masadirector@aol.com

MDE Office of Professional Development

Learning Forward Mississippi in collaboration with the MDE Office of Professional Development is hosting a conference to assist schools and districts in meeting the requirements of Accountability Standard 15, which requires a professional development plan that implements the seven Standards of Professional Learning. Participants will review the standards; examine samples of templates of professional learning plans; understand how to analyze data to write professional learning SMART goals; and learn how to effectively implement, monitor, modify, and evaluate a plan.

Leaders who are involved in developing the professional learning plan for a district or school should attend. The conference will begin on **Monday, September 28, and run until noon on Tuesday, September 29** at the Clyde Muse Center on the Hinds Community College campus in Pearl. SEMI and CEU credits will be available. Lunch on Monday and breakfast on Tuesday will be provided. Each participant will receive valuable workshop materials including a copy of the book *Reaching the Highest Standards in Professional Learning: Data* by Thomas R. Guskey, Patricia Roy, and Valerie Von Frank.

Register for the conference online at: <http://conta.cc/1JocD4m>

For questions about registration, please contact:

Karen Burke

Email: k_burke1@bellsouth.net

Phone: 662-841-0808

News You Can Use & Friendly Reminders

Office of Migrant Education

The [Migrant Education Listserv](#) is a free service offered by the U.S. Department of Education Office of Migrant Education to keep members of the migrant education community up-to-date on information that is relevant to the Title I Migrant Education Program. Please forward to others that may not be on the listserv.

Title I On Demand

[Title I On Demand](#) offers professional development opportunities for Title I practitioners at all levels, without ever having to step outside. Each premium subscription gives you access - on your own schedule - to an entire series of high quality professional videos to motivate and inform your staff about the latest Title I issues.

Text to E-mail Questions

Regional Contacts work extremely hard to respond to your calls and e-mails efficiently and timely because they know it is critical to the success of your program. If your contact is out of the office, we welcome you to send questions, comments, or ideas to enhance our services by texting or emailing them to federalprograms2@mde.k12.ms.us.

S.M.A.R.T. Goals

The Office of Federal Programs wants to ensure it supports districts to maximize the opportunity in SY15-16 and beyond to effectively address the academic needs of students served with Title funds.

Therefore, all districts are being asked to revisit and revise the 2016 Consolidated Federal Programs Application in MCAPS – LEA Plan Overview Section. Revised goals are due upon submission of the December 2015 Title I revised final allocations. Use the **Goal Questionnaire** by clicking [HERE](#) to test the strength of your goals. Please ensure your goals possess all of the prescribed S.M.A.R.T. goal elements.

S.M.A.R.T.

Specific-strategic. Measurable. Attainable. Results-oriented. Time-bound.

Specific: Goals should be simplistically written and clearly define what you are going to do. Specific is the What, Why, and How of the S.M.A.R.T. model.

Example: By December 17, 2015, implement the College & Career Ready Standards (CCRS) with fidelity to increase student achievement, using clearly defined processes and guidelines so teachers and principals can more competently evaluate student performance and move students from the lowest 25% subgroup.

Explanation of Example: “Implement the College & Career Ready Standards with fidelity to increase student achievement” = *what*
“using clearly defined processes and guidelines” = *how*
“so teachers and principals can more competently evaluate student performance and move students from the lowest 25% subgroup” = *why*

Measurable: Goals should be measurable so that you have tangible evidence that you have accomplished the goal. Usually, the entire goal statement is a measure for the project, but there are usually several short-term or smaller measurements built into the goal.

Example: By December 17, 2015, implement the CCRS with fidelity to increase student achievement, using clearly defined processes and guidelines so teachers and principals can more competently evaluate student performance and move students from the lowest 25% subgroup.

Explanation of Example: *The essential metric is whether or not the standards are active by December 17th.*

Attainable: Goals should be achievable; they should stretch you slightly so you feel challenged, but defined well enough so that you can achieve them. You must possess the appropriate knowledge, skills, and abilities needed to achieve the goal.

You can meet most any goal when you plan your steps wisely and establish a timeframe that allows you to carry out those steps. If a goal is impossible to achieve, you may not even try to accomplish it. Achievable goals motivate employees. Impossible goals demotivate them.

Example: By December 17, 2015, implement the CCRS with fidelity to increase student achievement, using clearly defined processes and guidelines so teachers and principals can more competently evaluate student performance and move students from the lowest 25% subgroup.

Results: Goals should measure outcomes, not activities.

Example: By December 17, 2015, implement the CCRS with fidelity to increase student achievement, using clearly defined processes and guidelines so teachers and principals can more competently evaluate student performance and move students from the lowest 25% subgroup.

Time-bound: Goals should be linked to a timeframe that creates a practical sense of urgency, or results in tension between the current reality and the vision of the goal. Without such tension, the goal is unlikely to produce a relevant outcome.

Example: *By December 17, 2015*, implement the CCRS with fidelity to increase student achievement, using clearly defined processes and guidelines so teachers and principals can more competently evaluate student performance and move students from the lowest 25% subgroup.