

**EAST CENTRAL INDIANA SPECIAL SERVICES  
GOVERNING BOARD MEETING**

Monday, December 7, 2020 at 9:30 AM in person and/or via Zoom

Join Zoom Meeting

<https://us04web.zoom.us/j/8790329857?pwd=Yk4zN0NpMGN1RXZIL2kzSjhOU5vUT09>

Meeting ID: 879 032 9857

Passcode: 12345

**AGENDA**

**1. Call to Order**

**2. Approval of Minutes**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Carried \_\_\_\_\_

**3. Approval of Agenda**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Carried \_\_\_\_\_

**4. Financial Report**

**5. New Business**

**A. Special Education Administrator Contracts**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Carried \_\_\_\_\_

**B. Degree Reimbursement Plan**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Carried \_\_\_\_\_

**6. Discussion Items**

**A. Results Driven Accountability**

**B. Rural Schools Grant Opportunity**

**7. Adjournment**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Carried \_\_\_\_\_

Next Meeting – January 4, 2021 – in person and/or via Zoom

**EAST CENTRAL INDIANA SPECIAL SERVICES**

**GOVERNING BOARD MEETING**

East Central Special Services

107 Layman Street

Liberty, IN 47353

**Minutes from the November 2, 2020 Meeting**

Members present: Dr. Debbie Howell, Dr. George Philhower, Dr. Matthew Hicks, Mr. Aron Boriwiak, Ms. Mort Maurer and Mrs. Liza Bates. Ms. Tammy Chavis was also in attendance.

**1. Call to Order**

Dr. Philhower called the meeting to order at 9:52 A.M.

**2. Approval of Minutes**

Mr. Borowiak made a motion to approve the minutes as presented. Dr. Howell seconded. Motion carried 4-0.

**3. Approval of Agenda**

Dr. Hicks moved to accept the agenda, Dr. Howell seconded. Motion carried 4-0.

**4. Financial Report**

Mrs. Bates shared that the FY 2021 611 grant will be opened soon. The FY 2020 and FY 2019 grants are almost expended. Mrs. Bates shared Medicaid reimbursement data for speech/OT/PT services for each of the four corporations.

**5. New Business**

**A. Degree Reimbursement Plan**

The board discussed the development of a degree reimbursement plan as the Blind/Low Vision Consultant position was posted with the possibility of financial assistance to obtain licensure. Mrs. Bates shared an example of a degree reimbursement plan. Mrs. Bates will seek legal counsel regarding plans of this type. The board agreed to table this discussion pending further information.

**6. Discussion Items**

**A. Virtual Special Education Services**

Mrs. Bates shared a sample form from Church, Church Hittle, and Antrim related to confidentiality during virtual instruction that participating corporations may choose to implement. The board discussed ways in which each corporation was handling virtual students who do not engage in the virtual learning experiences provided to them.

**B. SEA 346 Update**

Mrs. Bates provided the board with an update related to this legislation related to accommodations for state testing.

**C. Professional Development**

New teacher training is provided virtually on Fridays. CPI Refresher training may be provided after school.

**8. Adjournment**

Dr. Howell moved to adjourn the meeting at 10:40 A.M., seconded by Dr. Hicks. The motion carried 4-0.

Next Meeting: December 7, 2020, 9:30 AM, East Central

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Chairperson

**AGREEMENT TO VISUALLY IMPAIRED DEGREE REIMBURSEMENT**

- sample -  
A

in school year 2020-2021 and 2021-2022, I am pursuing a degree in Teacher for the Visually Impaired at Greater Randolph Interlocal Cooperative.

For the 2020-2021 school year, you will be reimbursed for credit hours, materials and travel for the visually impaired teaching program.

I have read and understand the above document, INCLUDING THE FOLLOWING SCHEDULE FOR REIMBURSEMENT.

- Year 1: Teacher resigns/retires at the end of the 2020-2021 school year:  
Reimburse Greater Randolph Interlocal Cooperative 100% of the amount received.
- Year 2: Teacher resigns/retires at the end of the 2021-2022 school year:  
Reimburse Greater Randolph Interlocal Cooperative 75% of the amount received.
- Year 3: Teacher resigns/retires at the end of the 2022-2023 school year:  
Reimburse Greater Randolph Interlocal Cooperative 50% of the amount received.
- Year 4: Teacher resigns/retires at the end of the 2023-2024 school year:  
Reimburse Greater Randolph Interlocal Cooperative 25% of the amount received.

Any reimbursement, according to the above schedule, will be due to the Greater Randolph Interlocal Cooperative within 30 days after the GRIC Board approves the resignation or retirement.

I understand that all requests must be accompanied by valid, paid receipts of the coursework and valid transcripts that demonstrate mastery of the requested coursework reimbursement.

**ALL REQUESTS FOR REIMBURSEMENT MUST BE SUBMITTED TO THE DIRECTOR OF GRIC NO LATER THAN JANUARY 31, 2023.**

\_\_\_\_\_  
Signature of Teacher

\_\_\_\_\_  
Date of Signature

\_\_\_\_\_  
Signature of Director

\_\_\_\_\_  
Date of Signature

- sample -  
- B -

**Education and Career Development Reimbursement Request**

The HR Director may approve on a case-by-case basis requests for tuition reimbursement for classes and preparatory courses that are work-related. Any applicant denied tuition reimbursement may appeal to the Tuition Reimbursement Appeal Committee.

*Eligibility Certification*

By signing this Request, I certify that I have been employed full time for one full year prior to the start of class; am working toward an Associates, Bachelor's or Master's Degree from a degree granting institution; the degree benefits the District by maintaining or improving skills related to the District for my current position; and I have received no discipline in the past 12 months.

*Repayment Requirement*

By signing this Request, I signify understanding and agreement that I must maintain a good working relationship with the District for a minimum of four years following completion of the degreed program or completion of any course within the program. If I do not continue to work for the District in the required time period either due to voluntary resignation or involuntary dismissal, I will be required to pay back the reimbursed amount as follows: termination prior to one year of service after degree completion or completion of any course within the program – 100% pay back, prior to two (2) years requires a 75% pay back, prior to three (3) years requires a 50% pay back and prior to four years requires a 25% pay back. Completing a full four years of full time service following degree completion will require no pay back.

*Documentation*

I agree to provide the District with copies of tuition invoices and any financial aid being received, including scholarships, grants, veteran's assistance, etc. and any supplemental information pertaining to the program and/or courses that may be helpful in approving the reimbursements.

Up to one hundred percent reimbursement may be granted, less any other eligible reimbursement/assistance, but not more than \$1000.00 per course will be reimbursed, or a maximum of \$5250.00 per calendar year. Annual funds for this program are limited and reimbursement will be denied upon depletion of the funds therefore all applications will be approved on a first-come first-serve basis.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

Date Received by HR Office:

Received by:

- sample -  
- C -

**EDUCATIONAL COSTS REIMBURSEMENT LOAN AGREEMENT**

This Educational Costs Reimbursement Loan Agreement (“Agreement”), made this \_\_\_\_ day of \_\_\_\_\_, 2020, by and between \_\_\_\_\_ (“Employee”) and the \_\_\_\_\_ School Corporation. (“Employer” or “School Corporation”), states that:

**RECITALS**

The Employer supports the Employee’s desire to complete a \_\_\_\_\_ training program given at \_\_\_\_\_ (the “Educational Program”) and desires to retain the services of Employee following Employee’s successful completion of the Educational Program.

The Employer desires to provide this training at its expense, which expense per participant is estimated to be \$\_\_\_\_.\_\_\_\_.

The Employee and the Employer desire to enter into a written agreement setting forth the terms and conditions of reimbursement for costs associated with Employee’s participation in the Educational Program.

**NOW THEREFORE**, in consideration of the matters stated in the Recitals and the mutual covenants contained in this Agreement, the parties agree as follows:

**AGREEMENTS**

1. **Employment Status.** This Agreement does not provide Employee a right to continued employment with Employer. Employee’s status with Employer remains at will.

2. **Tax Consequences.** Employee may be subject to income tax as a result of this agreement and Employee agrees to remit to the Employer any necessary amount for withholding any applicable taxes upon request by the Employer.

3. **Acceptable Coursework.** The Educational Program must add to an Employee’s effectiveness or abilities in his or her present or future assignments, but need not be directly related to the Employees’ current job.

4. **Cost of Educational Program.** The Employer will pay in advance all costs associated with the Educational Program. ALL PAYMENTS MADE BY THE EMPLOYER SHALL ONLY BE MADE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THIS EDUCATIONAL COSTS REIMBURSEMENT AGREEMENT AND ATTACHED PROMISSORY NOTE TO BE EXECUTED BY THE EMPLOYER AND THE EMPLOYEE.

5. **Administration of Educational Costs Reimbursement Loan.** After successfully completing the Education Program, the Employee will be provided with an estimate of the costs associated with the Employee’s participation in the Educational Program. Said amounts will not include any amounts paid out as wages for attending the Educational Program but rather the amounts of overhead costs or tuition costs associated with conducting the Educational Program. This amount shall be known as the ***Educational Costs Reimbursement Loan Amount***: with such

calculation shown on Exhibit B. Exhibit B shall be updated by Employer after Employee completes the Educational Program.

6. **Other Financial Assistance.** Any assistance received under the G.I. Bill, governmental acts, federally subsidized loans, scholarships, or grants will be subtracted from the ***Educational Costs Reimbursement Loan Amount*** as calculated in paragraph 5 and identified on Exhibit B.

7. **Forgiveness of the Educational Costs Reimbursement Loan Amount.** For every \_\_\_\_\_ months the Employee works after the completion of the Educational Program, \_\_\_\_\_% of the Educational Costs Reimbursement Loan Amount will be forgiven. This required period of employment, by the Employee, shall hereinafter be referred to as the ***Employment Requirement Term***.

8. **Repayment of the Educational Costs Reimbursement Loan Amount.** In the event that Employee fails or refuses to work for Employer before satisfaction of the ***Employment Requirement Term***, the entire outstanding balance of the ***Educational Costs Reimbursement Loan Amount*** shall become due and owing on the day the Employee leaves the employ of the Employer, pursuant to Exhibit A. If Employee is terminated by Employer for any reason, an Employee who has been permitted repayment through paycheck withholding agreement will have, to the maximum extent allowed by law, any remaining outstanding balance withheld from the Employee's final paycheck pursuant to the Wage Deduction Agreement – Exhibit C. Interest on the outstanding loan balance will be compounded monthly at the applicable rate as set forth in Exhibit A. If the Employee withdraws from or is expelled from the Educational Program prior to satisfying the terms of this Agreement, Employee agrees that the ***Educational Costs Reimbursement Loan Amount*** shall become immediately due and owing, pursuant to Exhibit A. If the Employee remains employed by the Employer but fails to complete the Educational Program by \_\_\_\_\_, 20\_\_\_\_ Employee agrees that the ***Educational Costs Reimbursement Loan Amount*** shall become immediately due and owing on \_\_\_\_\_, 20\_\_\_\_, pursuant to Exhibit A.

9. **Modification and Entire Agreement.** The foregoing terms and conditions of this Agreement constitute the entire Agreement by and between the Employee and the Employer with respect to the Educational Program. No amendment to or modification of this Agreement shall be effective unless the amendment or modification is in writing and signed by Employee and the Employer.

10. **Prepayment of Obligation.** Employee may prepay any obligations to Employer under the Agreement, in whole or in part, at any time.

11. **Assignment.** This Agreement shall not be assignable by any of the parties hereto.

12. **Severability.** Should any clause, portion or paragraph of this Agreement be unenforceable or invalid for any reason, such unenforceability or invalidity shall not affect the enforceable or validity of the remainder of this Agreement. Should any particular covenant in this Agreement be held unreasonable or unenforceable for any reason, then such covenant shall be given effect and enforced to whatever extent would be reasonable and enforceable.

13. **Choice of Law Provision.** This Agreement and the performance of the parties under this Agreement shall be construed in accordance with the laws of the State of Indiana, and any action or proceeding that may be brought, arising out of, or in connection with, or by reason of this Agreement, shall be governed by the laws of the State of Indiana to the exclusion of the law of any other forum and regardless of the jurisdiction in which the action or proceeding may be instituted.

14. **Waiver.** Employer shall not be deemed to have waived any provision hereof unless such waiver is in writing signed by the Employer's Board of School Trustees, and any such waiver shall not, unless expressly stated to the contrary therein, be deemed a continuing waiver.

15. **Integration Clause.** This Agreement sets forth the entire understanding and agreement between the parties with reference to the subject matter hereof and may not be modified or altered other than in writing, executed by an authorized person for each of the parties.

16. **Jurisdiction.** The parties agree that they shall not commence any litigation relating to or arising out of this Agreement or the expiration or termination thereof or the attached Promissory Note except in a state or federal court situated in \_\_\_\_\_ County, Indiana. Each party consents to jurisdiction over it by, and exclusive venue in, such a court.

IN WITNESS WHEREOF, this Educational Costs Reimbursement Loan Agreement has been executed and agreed to as of the date below.

**EMPLOYER**

**EMPLOYEE**

By:

By:

Printed Name:

Printed Name:

Title:

Date:

Date:

**EXHIBIT A**

**PROMISSORY NOTE**

FOR VALUE RECEIVED, the undersigned (the "Maker") promises to pay to the order of the \_\_\_\_\_ School Corporation, a public school corporation organized under the laws of Indiana ("EMPLOYER"), herein referred to as the "Holder," the Educational Costs Reimbursement Loan Amount as defined in paragraph 5 of the attached Educational Costs Reimbursement Loan Agreement, together with simple interest on the principal amount outstanding which shall begin accruing pursuant to paragraph 8 of the attached Educational Costs Reimbursement Loan Agreement, at the Federal Reserve Rate plus Four Percent (4%) per annum until this Note is paid in full.

Payment of this Note shall be made in 24 equal monthly installments beginning on the day the Employee leaves the employ of the Employer. This Note has been amortized over a period of two (2) years.

Notwithstanding the above, sums due hereunder may be forgiven, waived or deferred pursuant to the terms and conditions of that certain Educational Costs Reimbursement Loan Agreement entered into by and between Maker and Holder of even date herewith, a copy of which is attached hereto.

If any payment pursuant to this Note is not paid when due, the entire unpaid principal and interest shall, at the option of the Holder, become immediately due and payable. Forbearance on the part of the Holder in accelerating or pursuing collection of this Note shall not operate as a waiver of the right to do so at any future date. Upon default, the Holder shall be entitled to recover all costs of collection, including, but not limited to, reasonable attorney fees. This Note is payable without relief from valuation or appraisal laws. This Note may be prepaid in full, or in part, without penalty. Payments shall be applied first to costs of collection, then to interest, then to principal.

Presentment, notice of dishonor and protest are waived by all makers, sureties, guarantors and endorsers of this Note. This Note shall be the joint and several obligation of all makers, sureties, guarantors and endorsers, and shall be binding upon them and their heirs, successors, assigns and legal representatives. This Note shall be governed by Indiana law. Time shall be of the essence. If this Note is inconsistent with any security agreement or mortgage, the provisions of this Note shall control.

This Note is unsecured.

Payment of this Note shall be made to the Holder at [INSERT ADDRESS], or at such other address as the Holder may designate to the undersigned in writing.

This Note is executed on \_\_\_\_\_, 20\_\_, at \_\_\_\_\_.

**MAKER**

\_\_\_\_\_

**HOLDER**

By: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_ School Corporation

**EXHIBIT B**

**EDUCATIONAL COSTS REIMBURSEMENT LOAN AMOUNT**

**EXHIBIT C**

**WAGE DEDUCTION AGREEMENT**

The Employee agrees that if his or her employment with Employer ends for any reason prior to payment of the entire Educational Costs Reimbursement Loan balance, the unpaid portion of the Educational Costs Reimbursement Loan balance shall become due on the final day of employment and Employer is authorized to deduct the entire unpaid Educational Costs Reimbursement Loan balance from the Employee's final paycheck(s), to the maximum extent permitted by law. If there are insufficient funds against which to offset the unpaid Loan amount when the Employee's employment ends, Employee understands that Employee is still obligated to pay Employer the remaining unpaid balance of the Loan.

The Employee understands that the wage assignments authorized by this Agreement shall be made unless Employee notifies Employer at anytime in writing that Employee is revoking the authorization. In such case, the authorization for wage assignment shall be revoked, but the Loan obligation shall continue and shall be extinguished only upon payment of the Loan in full by the Employee.

If the Employee does not repay the Loan balance, Employer shall be entitled to recover all costs and expenses, including reasonable attorneys' fees, incurred in pursuing collection of the Loan balance from the Employee.

Agreed to this \_\_\_\_ day of 20\_\_ by:

\_\_\_\_\_  
Employee

\_\_\_\_\_  
School Corporation

**IDOE/Indiana Center on Teacher Quality (ICTQ)**  
**Notice Inviting Applicants**  
**Rural Implementation District**

Recently, the Indiana Department of Education was awarded a five year grant to support rural districts in Indiana. The overarching purpose of this grant is *to improve educational outcomes for students with disabilities by ensuring their access to high quality instruction in the general education classroom*. The grant has four important and coordinated goals:

Goal 1: Working with 6-8 rural/town districts, the project will *provide intensive, job embedded professional development to increase the number of teachers delivering high quality instruction*;

Goal 2: Working with 6-8 rural/town districts, the project will support districts *to maintain and increase the number of licensed special education teachers by supporting pathways to licensure for identified teachers*;

Goal 3: Create a consortium of rural/town districts to increase the capacity of school leaders *to develop, implement and sustain inclusive practices through systems of support implemented through the framework of implementation science*;

Goal 4: Increase support for families of students with disabilities *through effective partnerships that support teacher development and student and school improvement*

The project will partner with the Indiana Center on Teacher Quality at the Center on Education and Lifelong Learning (CELL) at Indiana University. Through this partnership, selected districts will have an opportunity to receive job-embedded professional growth focused on inclusive, culturally-sustaining Universal Design for Learning (UDL) and PBIS.

The central activity of the project builds capacity for systems and structures across and within the district, school, and classroom settings to improve teacher quality to meet the academic and behavioral needs of all students with a focus on students with disabilities. Participants will acquire and apply skills (Joyce & Showers 2002) in the implementation of the UDL framework and PBIS via a three-stage professional development model featuring self-guided online modules and face-to-face instruction, as well as 1:1 coaching in context. In addition, the project provides training and support for the structure and maintenance of the building and district teams required to implement and sustain the initiative.

Selected districts will also have an opportunity to be a part of a consortium of districts who will participate in training and reflective dialogue around the NIRN framework of Implementation Science (<https://nirn.fpg.unc.edu/national-implementation-research-network>). This consortium will provide opportunities to network with other rural districts that are a part of this initiative as well as national leaders on the implementation science framework.

As part of this project, the IDOE is releasing this Request for Funding for Rural Implementation Districts (RIDs).

**Grant Application Submission:** Applications must be submitted electronically. The cover page must precede the narrative section of the application. All attachments

must be submitted in PDF format and should follow the narrative section. The application should be submitted in PDF format to Kristan Sievers-Coffer, [ksievers@doe.in.gov](mailto:ksievers@doe.in.gov) and cc/d to Sandi Cole at [cmcole@indiana.edu](mailto:cmcole@indiana.edu).

**Page Limits and Line Spacing:** The narrative section of this application must be double-spaced and must be limited to 15 pages. Page limit and spacing does not apply to Cover Sheet or Appendixes.

**Number of Awards:** 6-8

**Award Amount:** A maximum of 8 awards under this competition will be distributed during the grant period (2020-2025) and will be determined by district enrollment. This grant award is for districts only; it is not open to special education coops/interlocals etc. Total amount of distribution for all 8 awards over 5 years: \$1,480,000

**Deadline for Submission of Application:** January 15, 2021

**Deadline for Review and Notification:** The review of applications will take place during February-March of 2021. This will include an on-site visit by the review team to districts who are finalist. Final award notification will be by April 1, 2021.

**Eligible Applicants:** All Indiana public and charter school districts who meet the criteria established by the project team of being a rural/town school district as determined through several sources: 1) The IDOE list of rural school districts; 2) Indiana Rural List from the federal RLIS/REAP grant who qualify as rural by zip code and 3) considered a "rural" or "town" district as defined by NCES <https://nces.ed.gov/surveys/ruraled/definitions.asp>.

**FAQ**  
**Indiana Center on Teacher Quality**

***Rural Implementation District Applications and Grant Awards***

**1. What is the criteria for district awards?**

The SPDG grant, which funds the Rural Implementation Districts (RID) requires that the districts for this award be considered “rural”. The project team created a list of districts identified through several sources: 1) The IDOE list of rural school districts; 2) Indiana Rural List from the federal RLIS/REAP grant who qualify as rural by zip code and 3) considered a “rural” or “town” district as defined by NCES.

<https://nces.ed.gov/surveys/ruraled/definitions.asp>

**2. What is the Intent to Apply?**

A letter stating your district’s intent to apply for this grant award should be submitted to Kristan Sievers-Coffer (at [ksievers@doe.in.gov](mailto:ksievers@doe.in.gov)) and cc/d to Sandi Cole ([cmcole@indiana.edu](mailto:cmcole@indiana.edu)) by December 1, 2020. This letter should provide 1) a simple statement that your district intends to apply; 2) an assurance that your district meets the federal criteria as rural or town; 3) the name and enrollment of your district and 4) a contact name, phone number and email address.

**3. If my district does not submit a Letter of Intent, can we still submit an application for this grant?**

Yes. The Letter of Intent will provide the reviewers an idea of the interest and will also help us estimate the amount of time that may be necessary for review. Therefore, we encourage districts who think they may apply to send the Letter of Intent. A district will not be penalized if they do not send a Letter of Intent.

**4. How should my district submit our application?**

Application deadline is January 15, 2021. Once the application is complete, it should be sent electronically to Kristan Sievers-Coffer at [ksievers@doe.in.gov](mailto:ksievers@doe.in.gov) and cc Sandi Cole at [cmcole@indiana.edu](mailto:cmcole@indiana.edu). You will receive a return email acknowledging receipt of your application.

**5. If my district is chosen to become a RID, what are the time periods for this award and the work in the district?**

The timeframe for district involvement will be Feb. 1, 2021 through October 31, 2025. The first few months will primarily be spent with grant staff in reviewing district data, setting up district leadership team, and ensuring leadership and staff commitment to the grant work.

**6. What types of things can the grant money be used for?**

Grant funds to the RIDs can be used for professional development activities including the following: Subs, PD/In-state Travel, out of state conference related to the project, Supplies/Materials, Publications, cost of credit hours toward special education licensure, and teacher stipend for PD

**7. Is there anything that grant funds cannot be used for?**

Yes. Grant funds **cannot** be used to pay staff salaries or for equipment, including technology equipment.

**8. What is the estimated range of the awards?**

A maximum of 8 awards under this competition will be distributed during Years 2-5 of the grant and will be determined by district enrollment. The range of awards is from \$35,000/year over the four years for small districts to \$50,000/year over four years for larger districts. We will set the amount of each award after considering—

- The amount of funds available for making the grants;
- The relative population of the district;
- The evidence provided in the narrative section of the application
- The alignment of proposed activities with the goals of the grant

**9. Do I need to submit a budget with our district's application?**

No, a budget will not be requested until your district receives the grant award.

**10. When will districts receive notice of the awards?**

The review of applications will take place during February-March of 2021. This will include an on-site visit by the review team to districts who are finalist. Final award notification will be by April 1, 2021.

If you have specific questions, please email Kristan Sievers-Coffer at [ksievers@doe.in.gov](mailto:ksievers@doe.in.gov) or Sandi Cole at [cmcole@indiana.edu](mailto:cmcole@indiana.edu).

**APPLICATION TO THE INDIANA CENTER ON  
TEACHER QUALITY**

**Rural Implementation District Grant**

**NAME OF DISTRICT:**

**ADDRESS:**

**PHONE NUMBER:**

**FAX NUMBER:**

**CONTACT PERSON:**

**CONTACT EMAIL:**

**Superintendent Signature:**

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## Application Narrative

*Instructions:* The Narrative Section should be double spaced with a 15-page limit excluding Cover Page and Appendixes. The Application should be submitted in PDF format to Kristan Sievers-Coffer, [ksievers@doe.in.gov](mailto:ksievers@doe.in.gov) and cc/d to Sandi Cole at [cmcole@indiana.edu](mailto:cmcole@indiana.edu) no later than end of day January 15, 2021.

Please respond to the questions below:

- 1. Please describe how inclusive, culturally sustaining Universal Design for Learning (UDL) and PBIS will support the **Identified Needs** of your district. Provide supporting evidence.*
- 2. Please describe your district's **Resource Availability** for training, staffing, technology supports, data systems and administration. Provide supporting evidence.*
- 3. Please describe how inclusive, culturally sustaining UDL and PBIS would **Fit** with current initiatives, priorities, structures and supports and parent/community partnerships. Provide supporting evidence*
- 4. Please describe your district's **Capacity to Implement** (to sustain and improve implementation over time), including **Leadership Capacity and Commitment**. Provide supporting evidence*
- 5. Please describe your **Inclusive Policy Structures and Practices**, including how special education leadership is integrated in the district. Provide supporting evidence*
- 6. Please describe the district's **Readiness for Sustaining and Scaling** inclusive, culturally sustaining UDL and PBIS. Provide supporting evidence.*

### Application Scoring Rubric

Usability Part of	Review Questions	District receiving score of High Quality (3)	District receiving average quality (2)	District receiving low quality (1)	No response (0)
A. Need	1. Was an analysis of data presented as evidence to identify specific areas of need(s)?				
	2. Is there evidence that the project addresses the specific areas of need identified?				
B. Resources	1. Does the district describe a data system?				
	2. Does the district describe staffing resources for this initiative?				
	3. Does the district describe technology supports?				
	4. Does the district describe training and coaching resources and structures for this initiative?				
C. Fit	1. Does the ICTQ fit with other existing initiatives, priorities, structures and support?				
	2. Is there evidence that the district addresses the fit with parent/community partnerships?				
D. Leadership Capacity and Commitment to Implement Well	1. Is there evidence that the district has a commitment from the executive level of leadership?				
	2. Is there evidence of collaboration between district leaders, building leaders and teachers in the development of this grant?				
	3. Is there evidence that the district has the capacity to implement the ICTQ initiative with fidelity?				
G. Inclusive Policy Structures and Practices	1. Is there evidence that the special education leadership is integrated in the district?				
	2. Is there evidence that the district has in place practices and structures for including all students with disabilities?				

	3. Is there evidence that the district meets or exceeds LRE compliance?				
	4. Is there evidence that diverse groups of students (race, ethnicity, disability, sexual orientation) are a part of inclusive policies and practices?				
H. Readiness for Sustaining and Scaling Up	1. Is there a qualified internal “expert”, coach or TA provider who can help the district with implementation over time and across schools (e.g. training, coaching, progress monitoring, data) post grant.				
	2. Is there a range of exemplary programs in place in the district to support implementation of the ICTQ initiative?				
	4. Is there evidence that the district can sustain and expand the ICTQ initiative post grant?				

Adapted from: Blase, K., Kiser, L. and Van Dyke, M. (2013). The Hexagon Tool: Exploring Context. Chapel Hill, NC: National Implementation Research Network, FPG Child Development Institute, University of North Carolina at Chapel Hill.

[https://nirn.fpg.unc.edu/sites/nirn.fpg.unc.edu/files/imce/documents/NIRN%20Hexagon%20Discussion%20Analyses%20Tool September2020 1.pdf](https://nirn.fpg.unc.edu/sites/nirn.fpg.unc.edu/files/imce/documents/NIRN%20Hexagon%20Discussion%20Analyses%20Tool%20September2020%201.pdf)