



## **2022-2024 ND Systemwide Literacy Improvement Program Office Hours Q & A**

**October 4, 2021**

Does there have to be an early learning component?

*No. We encourage collaboration between districts and their early learning community partners, but this is not a requirement.*

Will the budget eventually align with the categories on the application?

*The focus of each district's budget will be in response to the literacy audit and curriculum review. All awardees will be expected to select and compensate the lead teachers, but beyond that, the exact expenses will depend on areas selected for system improvement of literacy instruction.*

Are there specific amounts that must be spent at each level?

*This grant does not define the percentage of funds that must be spent at the elementary and secondary levels. There is an emphasis on early literacy (K-3); however, it is a systemwide grant and work at all levels is expected.*

Can you explain the role of the lead teacher?

[Lead Teacher Role Guidance](#)

Who helps to create the plan based on the literacy audit?

*The lead teachers and administrators working with a good representation of teaching staff from all levels will work together to review the audit and select areas for focus. Awardees may use funds to contract support in planning and goal setting from a provider such as the literacy audit consultant or local REA staff. The NDDPI staff will support this work through the budget submission review and provide technical assistance in the process.*

Who will be considered certified staff in the survey completion process?

*All staff in the building filling a position that requires a teaching or administrative certification will receive the survey.*

Can a district that is just K-6 apply? If so, are they expected to work with another district for 7-12?

*Yes, all North Dakota public LEAs are welcome to apply. Partnerships are not expected but are encouraged. It will not hurt a district's application score if they do not partner with another district.*

Is there a specific expectation around MTSS training?

*The grant expects sites to work through team processes in their schools to lift up systemwide improvement of literacy whether it is MTSS or PLCs. However, since each district will be in a different place with these structures, specific work is not outlined.*



Can the lead teacher be the building principal/classroom teacher?

*It is discouraged but can be considered on a district-to-district basis. The intent behind the lead teacher is to have teaching staff who are excited about improving instruction and can lead their peers in the work as a bridge between assigned building leadership and the classroom. An administrator can and should be involved in the work acting as overall lead as part of their expected administrative duties but would not be eligible for a stipend in this role. The best scenario is administrators and selected lead teachers partnering to drive the work.*

Can an instructional coach be the lead teacher?

*Yes. An instructional coach would be supported. Districts wishing to bring on a new coaching position to support this role are encouraged to do so through grant funding.*

How is reimbursement for the lead teacher determined?

*This can be determined by local guidelines for stipend work. The state is suggesting roughly \$5,000 per lead teacher per year for this role for duties outside of contracted time and effort. Another approach would be if a site wants to assign a portion of the lead teacher's contract to the work, (for example-one period a day of their contracted time is dedicated to the literacy leadership work) it would follow the local pay scale, with grant funds used for that portion.*

How will the state monitor the work of the lead teacher?

*State monitoring processes for a site will include ongoing monitoring which may include budget submission reviews, virtual meetings or on-site meetings, and goal setting and reporting processes. Lead teachers work should be evident in these processes. Additionally, each local grantee will be expected to have a job description attached to contract or stipend, which would be monitored through local processes.*

Will NDDPI consider the convenience of attending for a lead teacher when it schedules meetings?

*Yes. Although some opportunities may be during a school day, every effort will be made to offer requirements at a time or in a format that can be accessed outside of classroom hours. Additionally, substitutes can be paid from grant funds for lead teachers attending grant-sponsored events.*

What information is required in the letter of application?

*There are four parts to the application available [here](#).*