Summer 2018 K–3 plus application

Welcome to the NM PED K–3 plus program for summer 2018. To apply for your district's participation in the program this year, please complete the application below.

Participation Requirements for the K–3 plus Program
Per New Mexico statute, participating campuses must meet one of the following criteria: - Be a high poverty elementary school, with 80 percent or more of students eligible for free or reduced fee lunch - Have a *D* or *F* as a school grade at the time of application, or be a school that improved from a *D* or *F* grade but wishes to continue the program - Be an elementary school serving students in specific grades between kindergarten and third grade that is not otherwise eligible but receives students from, or sends students to, a school that *is* eligible - The department will give priority consideration to districts and charter schools keeping K–3 plus cohorts of students with the same teacher for the remainder of the school year.
For more detailed information on requirements and priority consideration, please see http://ped.state.nm.us/ped/LiteracyDocs/K-3plus/2017/K-3%20Plus%20Statute%202017.pdf (p. 1).

Only enter the information in the white cells and complete ONE application for the district. The application should be labeled with the district name when saving the document (e.g., RioRancho.K3plus). Please submit to: KthreeP.Literacy@state.nm.us

STEP 1: Enter contact information.

District	Application submitted by	Position

District Code	Phone Number	Email

STEP 2: Enter your regular school year end/start dates.

2017–18 School Year End Date	2018–19 School Year Start Date

STEP 3: Enter the date on which you intend for your planning day to occur. The planning day must occur before the program's first instructional day. Please only enter one planning day.

Date for K–3 plus Planning Day		
***June* Planning Day**	***~OR~***	***July* Planning Day**

STEP 4: Enter the K–3 Plus program start date (beginning up to two months before the start date of the upcoming school year), end date, and the 15th day date (12th day for 20-day programs).

K–3 plus Instructional Start Date	K–3 plus 15th Day (12th day)	K–3 plus End Date

All documents will be submitted via e-mail: **KthreeP.Literacy@state.nm.us**

STEP 5: Enter your entry assessment dates.	
Beginning of K–3 plus assessment date(s)	
KOT:	Istation:

Note: Program assurances that indicate K–3 plus schools will administer department-approved assessments that measure the acquisition of reading skills. For more details on the assessments, please refer to http://ped.state.nm.us/ped/LiteracyDocs/K-3plus/K-3%20PLus%20Administrative%20Code%206.30.12.pdf

STEP 6: Enter dates the students are not in session. This includes the dates of holidays or any weekdays. Do not include weekends.									
Dates students are not in session									
Total number of days students are not in session=									

# of K–3 plus days in June	# of K–3 plus days in July/August	Total number of K–3 plus days
Please ensure that the sum of June and July/August days equal the total number of K–3 plus program days.		

Please email supporting documentation (e.g., your district calendar that includes: school ending date, start date, planning day for K–3 Plus, start and end date for K–3 Plus, student enrollment numbers for the 15th day (12th day), and any planned days off within the program) to KthreeP.Literacy@state.nm.us .

STEP 7: Our district and school(s) completed the program feedback form last year and returned it to the PED.*	
☐	**YES,** our district completed and returned all feedback forms.
☐	**NO,** our district did not complete and return all feedback forms.

Summer 2018 K–3 plus District Narrative

Below, describe how the district will commit to supporting the K–3 plus program and stakeholders. Include how the district will guide and ensure alignment to the Common Core State Standards (CCSS) and to high-quality curricula that promote student learning.

District Plan for Instruction and Curricular Approaches
Questions 1–4 are designed to reflect the district's approach to guide schools through K–3 plus in a manner that ensures the program is meaningful for student learning and productive in increasing literacy and math proficiency.
1a. In the box below, describe how the district will guide the participating school sites to use the additional 25 days of instruction during K–3 plus to support student learning. How will literacy, mathematics, interventions, and progress monitoring take place? What will be your district's overarching theme?

1b. Specify the State-approved, high-quality curricula and assessments used during SY 17/18 K–3plus. (For language arts, please list the curriculum used for all languages taught in your district's K–3 Plus program.)

Curricula	Curriculum SY17/18	Assessment SY17/18
Language Arts		
Math		

Provide the State-approved, high-quality curricula and assessments to be used in the summer 2018 K–3 plus Program that align with the curricula currently used at participating schools.

Curricula	Curriculum K–3 Plus 2018	Assessment K–3 plus 2018
Language Arts		Istation
Math		

1c. Provide a detailed overview to include program outcomes tied to CCSS, weekly expectations, daily schedule, progress monitoring, and parent communication.					
K-3 PLUS	**Week 1**	**Week 2**	**Week 3**	**Week 4**	**Week 5**
Program Components	Week of	Week of	Week of	Week of	Week of
Assessments, progress monitoring, and intervention strategies, as applicable.					
Activities, lessons, and expectations addressed					
Extra activities, field trips, visitors					
Outcome goals and CCSS to be addressed for the week					
Home communications and parent involvement					

2. Professional Development. The district agenda for the planning day will include:
✶ a review of K–3 plus assurances ✶ district instruction and a curriculum plan ✶ a review of the schedule for Istation assessments and progress monitoring as a record of student growth ✶ home/school procedures for weekly communication ✶ policies for student and staff attendance Remember, the district is required to provide Istation training for all teachers participating in K–3 plus; thus, a portion of the planning day will be dedicated to Istation training and collaboration in ✶ reading reports; ✶ data analysis; and ✶ how to design and support interventions for students. (Refer to K-3 plus Technical Assistance Guide 2018 for information about support related to Istation.)
Below, provide further agenda points to be addressed during on-site professional development.

3. Staffing. Explain how the district site administrators will utilize the staff (e.g., teachers, instructional coaches, special education) to ensure the achievement of K–3 plus goals and show evidence of student learning.

4. Family Involvement. Explain how the district site administrators will involve families in the K–3 plus program to ensure attendance. How will families be informed weekly of their child's progress based on the weekly Istation assessments?

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